



REVISED
CITY COUNCIL REGULAR MEETING AGENDA
November 2, 2015
7:00 p.m.

PAGE NO.

- | | | | |
|---|---|---------------------|------|
| 1. CALL TO ORDER | 2. PLEDGE OF ALLEGIANCE | 3. ROLL CALL | |
| 4. AGENDA CONFIRMATION | | | |
| 5. PUBLIC COMMENT | Individuals will please limit their comments to two minutes on general issues not on the agenda. Concerns will be referred to staff for a response as appropriate and will be included in the next City Manager's Report. The Council will take comments for a maximum of 20 minutes. | | |
| 6. CORRESPONDENCE TO THE COUNCIL | None received. | | |
| 7. CONSENT AGENDA | a. Approval of Check Register: Check Numbers 41856 - 41941 in the Amount of \$1,121,731.12 for Payment on November 2, 2015; Payroll Salaries and Benefits Approval Check Numbers 6664 - 6672 for Direct Deposits and Wire Transfers in the Amount of \$291,882.98 for October 1 – October 15, 2015, Paid on October 20, 2015. | | 3. |
| | b. Approval of Minutes: Regular Meeting, October 19, 2015; and Study Session, October 26, 2015. | | 19. |
| 8. BUSINESS AGENDA | a. Public Hearing on Revenue Sources and Expenditures for 2015-2016 Mid-Biennial Budget Review and Update. 20 mins | | 27. |
| | b. Staff Presentation Regarding the 2015-2016 Mid-biennial Budget Modification. 30 mins | | 31. |
| | c. Staff Presentation on the 2016 Property Tax Levy. 10 mins. | | 59. |
| | d. Staff Presentation on Ordinance No. 627, Increasing the City's Surface Water Management Service Charges and Amending Chapter 13.10 of the Burien Municipal Code. 10 mins | | 65. |
| | e. Staff Presentation on the 2015 Comprehensive Plan Amendments and Re-Zone Requests. 30 mins | | 73. |
| | f. Review of Council Proposed Agenda Schedule. 5 mins | | 181. |
| 9. COUNCIL REPORTS | a. Meetings and Events Report – September 24 – October 30, 2015, from Deputy Mayor Tosta. | | 185. |

City Council meetings are accessible to people with disabilities. Please phone (206) 248-5517 at least 48 hours prior to the meeting to request assistance. American Sign Language (ASL) interpretation and assisted listening devices are available upon request.

COUNCILMEMBERS

Lucy Krakowiak, Mayor	Nancy Tosta, Deputy Mayor	Stephen Armstrong
Lauren Berkowitz	Bob Edgar	Gerald F. Robison
		Debi Wagner

City Hall, 400 SW 152nd Street, 1st Floor

CITY COUNCIL REGULAR MEETING AGENDA

November 2, 2015

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**10. CITY MANAGER'S
REPORT**

187.

11. ADJOURNMENT

COMPUTER CHECK REGISTER

CHECK REGISTER APPROVAL

WE, THE MEMBERS OF THE CITY COUNCIL OF BURIEN, WASHINGTON, HAVING RECEIVED DEPARTMENT
CERTIFICATION THAT MERCHANDISE AND/OR SERVICES HAVE BEEN RECEIVED OR RENDERED, DO HEREBY
APPROVE FOR PAYMENT ON **This 2nd day of November 2015** THE FOLLOWING:

CHECK NOS. **41856-41941**

IN THE AMOUNT OF **\$1,121,731.12**

WITH VOIDED CHECK NOS. **0**

PAYROLL SALARIES AND BENEFITS APPROVAL

FOR **October 1st – October 15th** PAID ON **October 20th 2015**

CHECK NOS. **6664-6672**

DIRECT DEPOSITS AND WIRE TRANSFERS IN THE AMOUNT OF: **\$291,882.98**

Accounts Payable

Checks for Approval



User: cathy
Printed: 10/28/2015 - 7:40 AM

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
41856	11/02/2015	General Fund	Memberships and Dues	Attorney Notary Supply	124.89
Check Total:					124.89
41857	11/02/2015	Surface Water Management Fund	Office and Operating Supplies	Ace Hardware	52.41
41857	11/02/2015	Street Fund	Office and Operating Supplies	Ace Hardware	15.87
41857	11/02/2015	Street Fund	Office and Operating Supplies	Ace Hardware	24.60
41857	11/02/2015	Surface Water Management Fund	Office and Operating Supplies	Ace Hardware	12.22
41857	11/02/2015	General Fund	Office and Operating Supplies	Ace Hardware	4.92
Check Total:					110.02
41858	11/02/2015	General Fund	Professional Services	Alliance 2020 Inc	18.50
Check Total:					18.50
41859	11/02/2015	Street Fund	Office and Operating Supplies	Alpine Fence Company	83.18
41859	11/02/2015	Street Fund	Office and Operating Supplies	Alpine Fence Company	876.16
Check Total:					959.34
41860	11/02/2015	Street Fund	Office and Operating Supplies	Alpine Products Inc	149.69
Check Total:					149.69
41861	11/02/2015	General Fund	Fuel Consumed	Amerigas	288.66
Check Total:					288.66
41862	11/02/2015	General Fund	Office and Operating Supplies	Aramark Uniform Services	27.47

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
Check Total:					27.47
41863	11/02/2015	General Fund	Telephone/Internet	STEPHEN ARMSTRONG	39.99
Check Total:					39.99
41864	11/02/2015	General Fund	Human Svc-Family/Youth	Auburn Youth Resources	4,523.81
Check Total:					4,523.81
41865	11/02/2015	Transportation CIP	Design Engineering	Builders Exchange of WA Inc	8.45
Check Total:					8.45
41866	11/02/2015	General Fund	Telephone/Internet	LAUREN BERKOWITZ	57.99
Check Total:					57.99
41867	11/02/2015	General Fund	Printing/Binding/Copying	Brim Press LLC	821.25
41867	11/02/2015	General Fund	Printing/Binding/Copying	Brim Press LLC	82.12
41867	11/02/2015	General Fund	Printing/Binding/Copying	Brim Press LLC	82.13
Check Total:					985.50
41868	11/02/2015	Surface Water Management Fund	Office and Operating Supplies	Bryant's Tractor & Mower Inc	4.65
41868	11/02/2015	Street Fund	Office and Operating Supplies	Bryant's Tractor & Mower Inc	4.66
41868	11/02/2015	Street Fund	Office and Operating Supplies	Bryant's Tractor & Mower Inc	109.18
41868	11/02/2015	Surface Water Management Fund	Office and Operating Supplies	Bryant's Tractor & Mower Inc	109.17
41868	11/02/2015	Surface Water Management Fund	Office and Operating Supplies	Bryant's Tractor & Mower Inc	1.08
41868	11/02/2015	Street Fund	Office and Operating Supplies	Bryant's Tractor & Mower Inc	1.09
41868	11/02/2015	Street Fund	Small Tools & Minor Equipment	Bryant's Tractor & Mower Inc	350.77
Check Total:					580.60
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	15.00
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	22.27
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	129.47
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	32.82
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	27.54
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	129.96
41869	11/02/2015	General Fund	Professional Services	Key Bank	104.04
41869	11/02/2015	General Fund	Burien Marketing Strategy	Key Bank	18.88

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
41869	11/02/2015	General Fund	Registration-Training/Workshop	Key Bank	45.00
41869	11/02/2015	General Fund	Registration-Training/Workshop	Key Bank	45.00
41869	11/02/2015	General Fund	Burien Marketing Strategy	Key Bank	297.46
41869	11/02/2015	General Fund	Subscriptions and Publications	Key Bank	75.95
41869	11/02/2015	General Fund	Registration-Training/Workshop	Key Bank	40.00
41869	11/02/2015	General Fund	Sftwre Subscript & Licensing	Key Bank	59.82
41869	11/02/2015	General Fund	Registration-Training/Workshop	Key Bank	210.00
41869	11/02/2015	General Fund	Lodging	Key Bank	378.08
41869	11/02/2015	General Fund	Registration-Training/Workshop	Key Bank	275.00
41869	11/02/2015	General Fund	Miscellaneous	Key Bank	459.20
41869	11/02/2015	General Fund	Printing/Binding/Copying	Key Bank	27.49
41869	11/02/2015	General Fund	Registration-Training/Workshop	Key Bank	25.00
41869	11/02/2015	General Fund	Registration-Training/Workshop	Key Bank	25.00
41869	11/02/2015	General Fund	Registration-Training/Workshop	Key Bank	25.00
41869	11/02/2015	General Fund	Small Tools & Minor Equipment	Key Bank	175.50
41869	11/02/2015	General Fund	Small Tools & Minor Equipment	Key Bank	20.61
41869	11/02/2015	General Fund	Small Tools & Minor Equipment	Key Bank	676.49
41869	11/02/2015	General Fund	Sftwre Subscript & Licensing	Key Bank	29.99
41869	11/02/2015	General Fund	Small Tools & Minor Equipment	Key Bank	57.47
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	8.75
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	9.87
41869	11/02/2015	General Fund	Software Subscription Costs	Key Bank	29.00
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	47.25
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	8.75
41869	11/02/2015	General Fund	Advertising	Key Bank	450.00
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	103.51
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	76.64
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	76.64
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	123.19
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	74.92
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	48.18
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	35.59
41869	11/02/2015	General Fund	Senior Trips	Key Bank	10.00
41869	11/02/2015	General Fund	Senior Trips	Key Bank	10.00
41869	11/02/2015	General Fund	Senior Trips	Key Bank	10.00
41869	11/02/2015	General Fund	Senior Trips	Key Bank	10.00
41869	11/02/2015	General Fund	Senior Trips	Key Bank	400.00
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	105.99
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	9.84
41869	11/02/2015	General Fund	Other Travel	Key Bank	10.00
41869	11/02/2015	General Fund	Advertising	Key Bank	150.00
41869	11/02/2015	Surface Water Management Fund	Registration-Training/Workshop	Key Bank	150.00
41869	11/02/2015	General Fund	Professional Services	Key Bank	150.00
41869	11/02/2015	General Fund	Other Travel	Key Bank	20.00
41869	11/02/2015	Surface Water Management Fund	Registration-Training/Workshop	Key Bank	319.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
41869	11/02/2015	Street Fund	Registration-Training/Workshop	Key Bank	40.00
41869	11/02/2015	General Fund	Repairs and Maintenance	Key Bank	175.16
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	245.36
41869	11/02/2015	General Fund	Parks Building Security	Key Bank	14.99
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	24.32
41869	11/02/2015	General Fund	Office and Operating Supplies	Key Bank	169.83
41869	11/02/2015	General Fund	Registration-Training/Workshop	Key Bank	640.00
41869	11/02/2015	General Fund	Software Subscription Fees	Key Bank	59.95
Check Total:					7,244.77
41870	11/02/2015	General Fund	Drug Seizure Proceeds KCSO	Comcast Corporation	69.95
Check Total:					69.95
41871	11/02/2015	General Fund	Software Subscription Fees	City of Bellevue Treasurer	4,725.52
Check Total:					4,725.52
41872	11/02/2015	General Fund	Jail Contracts	City of Renton	2,636.00
41872	11/02/2015	General Fund	Jail Contracts	City of Renton	2,826.00
Check Total:					5,462.00
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	56.33
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	132.45
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	124.26
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	158.70
41873	11/02/2015	General Fund	Utilities	City of Seattle	15.92
41873	11/02/2015	Street Fund	Utilities-Street Lighting	City of Seattle	140.04
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	16.92
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	119.06
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	55.89
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	93.39
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	123.48
41873	11/02/2015	General Fund	Utilities	City of Seattle	250.95
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	50.67
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	102.37
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	100.55
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	70.81
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	15.52
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	46.39
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	93.39
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	137.95

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	33.48
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	106.56
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	33.40
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	15.49
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	15.53
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	87.74
41873	11/02/2015	General Fund	Utilities	City of Seattle	15.67
41873	11/02/2015	General Fund	Utilities	City of Seattle	34.37
41873	11/02/2015	General Fund	Utilities	City of Seattle	283.87
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	327.73
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	95.75
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	241.80
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	110.05
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	24.73
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	237.09
41873	11/02/2015	Street Fund	Utilities-Street Lighting	City of Seattle	28.85
41873	11/02/2015	Street Fund	Utilities-Street Lighting	City of Seattle	5,142.18
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	165.33
41873	11/02/2015	Street Fund	Utilities - Traffic Signals	City of Seattle	343.92
Check Total:					9,248.58
41874	11/02/2015	Street Fund	Operating Rentals and Leases	City of SeaTac	287.50
41874	11/02/2015	Surface Water Management Fund	Operating Rentals and Leases	City of SeaTac	287.50
Check Total:					575.00
41875	11/02/2015	General Fund	Operating Rentals and Leases	D&L Property Management LLC	490.00
Check Total:					490.00
41876	11/02/2015	General Fund	Professional Services	Dunbar Armored Inc	127.06
Check Total:					127.06
41877	11/02/2015	Street Fund	Office and Operating Supplies	Dunn Lumber Co.	58.50
Check Total:					58.50
41878	11/02/2015	General Fund	Repairs and Maintenance	Eden Advanced Pests Tech.	82.13
41878	11/02/2015	General Fund	Repairs and Maintenance	Eden Advanced Pests Tech.	93.08

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
Check Total:					175.21
41879	11/02/2015	General Fund	Telephone/Internet	ROBERT EDGAR	69.95
Check Total:					69.95
41880	11/02/2015	Surface Water Management Fund	Repairs and Maint - Fleet	Enviro-Clean Equipment Inc	3,266.89
Check Total:					3,266.89
41881	11/02/2015	General Fund	Prof. Svcs-Instructors	Joanne Factor	130.00
Check Total:					130.00
41882	11/02/2015	General Fund	Office and Operating Supplies	Grainger	68.52
Check Total:					68.52
41883	11/02/2015	General Fund	Human Svc-Family/Youth	Highline Area Food Bank	3,375.00
Check Total:					3,375.00
41884	11/02/2015	General Fund	Human Svc-Family/Youth	Hospitality House	2,500.00
Check Total:					2,500.00
41885	11/02/2015	General Fund	Office and Operating Supplies	Horizon Distributors Inc	195.49
41885	11/02/2015	General Fund	Office and Operating Supplies	Horizon Distributors Inc	115.49
Check Total:					310.98
41886	11/02/2015	Street Fund	Office and Operating Supplies	ICON Materials	826.48
41886	11/02/2015	Street Fund	Office and Operating Supplies	ICON Materials	462.37
41886	11/02/2015	Street Fund	Office and Operating Supplies	ICON Materials	359.17
Check Total:					1,648.02
41887	11/02/2015	General Fund	Miscellaneous	Iron Mountain	682.21
Check Total:					682.21

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
41888	11/02/2015	General Fund	Office and Operating Supplies	CORY JENKINS	123.98
				Check Total:	123.98
41889	11/02/2015	General Fund	Telephone/Internet	LUCY KRAKOWIAK	54.99
				Check Total:	54.99
41890	11/02/2015	General Fund	Police Contract - King County	King County Sheriff's Office	907,609.92
				Check Total:	907,609.92
41891	11/02/2015	Parks & Gen Gov't CIP	Construction	KING COUNTY FINANCE	723.20
41891	11/02/2015	Street Fund	Professional Services	KING COUNTY FINANCE	1,920.00
41891	11/02/2015	Surface Water Management Fund	TV Inspection and Vactoring	KING COUNTY FINANCE	1,831.62
41891	11/02/2015	Surface Water Management Fund	SWM Billed by KC SWM	KING COUNTY FINANCE	2,002.46
				Check Total:	6,477.28
41892	11/02/2015	General Fund	King Co Pet License Trust Acct	King County Pet License	280.00
				Check Total:	280.00
41893	11/02/2015	General Fund	Drug Seizure Proceeds KCSO	KC Sheriff Det. RCrenshaw	2,735.00
				Check Total:	2,735.00
41894	11/02/2015	Transportation CIP	Design Engineering	KPG Inc	10,345.73
				Check Total:	10,345.73
41895	11/02/2015	General Fund	Parks Maintenance	LandCare	37,582.75
				Check Total:	37,582.75
41896	11/02/2015	General Fund	Professional Services	Randolph Alan Litch	400.00
				Check Total:	400.00
41897	11/02/2015	Surface Water Management Fund	Professional Services	McDonough & Sons Inc	165.00
41897	11/02/2015	Surface Water Management Fund	Professional Services	McDonough & Sons Inc	13,809.60
41897	11/02/2015	Surface Water Management Fund	Professional Services	McDonough & Sons Inc	1,344.60

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
Check Total:					15,319.20
41898	11/02/2015	Surface Water Management Fund	Office and Operating Supplies	McLendon Hardware Inc	24.94
41898	11/02/2015	Street Fund	Office and Operating Supplies	McLendon Hardware Inc	24.94
41898	11/02/2015	Surface Water Management Fund	Office and Operating Supplies	McLendon Hardware Inc	72.92
41898	11/02/2015	Street Fund	Office and Operating Supplies	McLendon Hardware Inc	72.93
41898	11/02/2015	General Fund	Office and Operating Supplies	McLendon Hardware Inc	47.70
Check Total:					243.43
41899	11/02/2015	Street Fund	Office and Operating Supplies	Miller Paint Company Inc	129.06
41899	11/02/2015	Surface Water Management Fund	Office and Operating Supplies	Miller Paint Company Inc	9.92
41899	11/02/2015	General Fund	Nuisance and Abatement Costs	Miller Paint Company Inc	51.05
Check Total:					190.03
41900	11/02/2015	General Fund	City Hall Bldg Maintenance	Management Services NW Inc	301.17
Check Total:					301.17
41901	11/02/2015	General Fund	Human Svc-Family/Youth	NAVOS	2,000.00
Check Total:					2,000.00
41902	11/02/2015	General Fund	Memberships and Dues	National League of Cities	3,258.00
Check Total:					3,258.00
41903	11/02/2015	Street Fund	Office and Operating Supplies	National Safety Inc	259.95
41903	11/02/2015	Surface Water Management Fund	Office and Operating Supplies	National Safety Inc	259.95
Check Total:					519.90
41904	11/02/2015	Street Fund	Repairs and Maint - Fleet	OReilly Auto Parts	16.42
41904	11/02/2015	Surface Water Management Fund	Repairs and Maint - Fleet	OReilly Auto Parts	16.42
41904	11/02/2015	Surface Water Management Fund	Repairs and Maint - Fleet	OReilly Auto Parts	66.41
41904	11/02/2015	Surface Water Management Fund	Repairs and Maint - Fleet	OReilly Auto Parts	5.91
Check Total:					105.16
41905	11/02/2015	Surface Water Management Fund	Professional Services	OTAK, Inc	5,485.40

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
Check Total:					5,485.40
41906	11/02/2015	General Fund	Operating Rentals and Leases	Pacific Office Automation Inc	64.30
41906	11/02/2015	General Fund	Operating Rentals and Leases	Pacific Office Automation Inc	939.87
41906	11/02/2015	General Fund	Operating Rentals and Leases	Pacific Office Automation Inc	1,072.35
41906	11/02/2015	General Fund	Operating Rentals and Leases	Pacific Office Automation Inc	473.51
41906	11/02/2015	General Fund	Operating Rentals and Leases	Pacific Office Automation Inc	339.31
Check Total:					2,889.34
41907	11/02/2015	Street Fund	Repairs and Maint - Fleet	Pacific Torque LLC	245.80
41907	11/02/2015	Surface Water Management Fund	Repairs and Maint - Fleet	Pacific Torque LLC	245.80
Check Total:					491.60
41908	11/02/2015	Transportation CIP	Design Engineering	Perteet Inc	2,678.81
Check Total:					2,678.81
41909	11/02/2015	General Fund	Office and Operating Supplies	Petty Cash Custodian	40.22
41909	11/02/2015	General Fund	Other Travel	Petty Cash Custodian	16.00
41909	11/02/2015	General Fund	Office and Operating Supplies	Petty Cash Custodian	19.79
41909	11/02/2015	General Fund	Mileage	Petty Cash Custodian	13.48
41909	11/02/2015	General Fund	Wellness Activities	Petty Cash Custodian	19.69
41909	11/02/2015	General Fund	Other Travel	Petty Cash Custodian	16.00
41909	11/02/2015	General Fund	Wellness Activities	Petty Cash Custodian	14.17
41909	11/02/2015	General Fund	Miscellaneous	Petty Cash Custodian	14.77
41909	11/02/2015	General Fund	Miscellaneous	Petty Cash Custodian	56.29
41909	11/02/2015	Surface Water Management Fund	Other Travel	Petty Cash Custodian	8.00
41909	11/02/2015	General Fund	Office and Operating Supplies	Petty Cash Custodian	3.49
41909	11/02/2015	General Fund	Other Travel	Petty Cash Custodian	12.00
41909	11/02/2015	General Fund	Office and Operating Supplies	Petty Cash Custodian	23.81
Check Total:					257.71
41910	11/02/2015	Street Fund	Repairs and Maint - Fleet	PIRTEK	143.39
41910	11/02/2015	Surface Water Management Fund	Repairs and Maint - Fleet	PIRTEK	143.39
Check Total:					286.78
41911	11/02/2015	Surface Water Management Fund	Office and Operating Supplies	Pacific Industrial Supply	24.64
41911	11/02/2015	Street Fund	Office and Operating Supplies	Pacific Industrial Supply	24.64

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
41911	11/02/2015	Surface Water Management Fund	Office and Operating Supplies	Pacific Industrial Supply	100.64
				Check Total:	149.92
41912	11/02/2015	General Fund	Office and Operating Supplies	Pacific Lamp & Supply Company	213.47
				Check Total:	213.47
41913	11/02/2015	General Fund	Professional Services	Pacifica Law Group	152.50
				Check Total:	152.50
41914	11/02/2015	General Fund	Operating Rentals and Leases	PRG Investment Company, LLC	2,224.80
				Check Total:	2,224.80
41915	11/02/2015	General Fund	Channel 21 Video Production	Puget Sound Access	1,787.56
41915	11/02/2015	General Fund	Online Video Streaming	Puget Sound Access	1,300.00
				Check Total:	3,087.56
41916	11/02/2015	Street Fund	Utilities-Street Lighting	PSE Pmt. Processing	1,781.20
				Check Total:	1,781.20
41917	11/02/2015	General Fund	Office and Operating Supplies	Ramlyn Engraving & Sign Co.	25.73
				Check Total:	25.73
41918	11/02/2015	General Fund	Office and Operating Supplies	Bill Gravengood	38.91
				Check Total:	38.91
41919	11/02/2015	General Fund	Mechanical Permit	PP & S Heating A/C	113.25
				Check Total:	113.25
41920	11/02/2015	General Fund	Security/Performance Bond Payb	Robert Shaw	30,143.85
				Check Total:	30,143.85
41921	11/02/2015	General Fund	Printing/Binding/Copying	Claude McAlpin, III	178.49

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
Check Total:					178.49
41922	11/02/2015	General Fund	Repairs and Maintenance	Safety Team Inc.	157.46
Check Total:					157.46
41923	11/02/2015	General Fund	Office and Operating Supplies	Safeway Inc	54.29
41923	11/02/2015	General Fund	Office and Operating Supplies	Safeway Inc	32.96
41923	11/02/2015	General Fund	Office and Operating Supplies	Safeway Inc	10.94
41923	11/02/2015	General Fund	Office and Operating Supplies	Safeway Inc	43.79
41923	11/02/2015	General Fund	Office and Operating Supplies	Safeway Inc	11.74
41923	11/02/2015	General Fund	Office and Operating Supplies	Safeway Inc	21.08
41923	11/02/2015	General Fund	Office and Operating Supplies	Safeway Inc	50.29
Check Total:					225.09
41924	11/02/2015	General Fund	Office and Operating Supplies	School Specialty Inc.	70.20
Check Total:					70.20
41925	11/02/2015	General Fund	Office and Operating Supplies	Seattle Pottery Supply Inc.	47.08
Check Total:					47.08
41926	11/02/2015	General Fund	Office and Operating Supplies	Seatown Locksmith	8.76
Check Total:					8.76
41927	11/02/2015	General Fund	Fuel Consumed	Shell Fleet Plus	89.70
41927	11/02/2015	General Fund	Fuel Consumed	Shell Fleet Plus	128.53
41927	11/02/2015	General Fund	Fuel Consumed	Shell Fleet Plus	508.69
41927	11/02/2015	General Fund	Fuel Consumed	Shell Fleet Plus	83.15
41927	11/02/2015	Street Fund	Fuel Consumed	Shell Fleet Plus	1,285.83
41927	11/02/2015	Surface Water Management Fund	Fuel Consumed	Shell Fleet Plus	2,098.13
Check Total:					4,194.03
41928	11/02/2015	Street Fund	Repairs and Maint - Fleet	Six Robblees' Inc.	125.12
41928	11/02/2015	Surface Water Management Fund	Repairs and Maint - Fleet	Six Robblees' Inc.	125.12
Check Total:					250.24

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
41929	11/02/2015	General Fund	Mileage	TERESA SNYDER	138.00
41929	11/02/2015	General Fund	Lodging	TERESA SNYDER	198.30
41929	11/02/2015	General Fund	Meals	TERESA SNYDER	36.57
Check Total:					372.87
41930	11/02/2015	General Fund	Office and Operating Supplies	Secretary of State Archive Div	28.80
Check Total:					28.80
41931	11/02/2015	General Fund	Human Svc-Family/Youth	Society of St. Vincent de Paul	3,138.30
Check Total:					3,138.30
41932	11/02/2015	General Fund	Human Svc-Family/Youth	Tukwila Pantry	1,750.00
Check Total:					1,750.00
41933	11/02/2015	General Fund	Professional Services	Tyco Integrated Security LLC	305.67
Check Total:					305.67
41934	11/02/2015	General Fund	Telephone/Internet	Verizon Wireless	202.15
41934	11/02/2015	General Fund	Telephone/Internet	Verizon Wireless	155.47
41934	11/02/2015	General Fund	Telephone/Internet	Verizon Wireless	58.83
41934	11/02/2015	General Fund	Telephone/Internet	Verizon Wireless	40.01
41934	11/02/2015	General Fund	Telephone/Internet	Verizon Wireless	58.83
41934	11/02/2015	General Fund	Telephone/Internet	Verizon Wireless	254.68
41934	11/02/2015	General Fund	Drug Seizure Proceeds KCSO	Verizon Wireless	200.05
41934	11/02/2015	General Fund	Telephone/Internet	Verizon Wireless	80.02
41934	11/02/2015	General Fund	Telephone/Internet	Verizon Wireless	152.31
41934	11/02/2015	Street Fund	Telephone	Verizon Wireless	289.58
41934	11/02/2015	Surface Water Management Fund	Telephone	Verizon Wireless	490.22
Check Total:					1,982.15
41935	11/02/2015	General Fund	Telephone/Internet	DEBI WAGNER	32.48
Check Total:					32.48
41936	11/02/2015	General Fund	Human Svc-Family/Youth	White Center Food Bank	3,375.00

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
Check Total:					3,375.00
41937	11/02/2015	General Fund	Utilities	King Co Water Dist 49	1,421.25
41937	11/02/2015	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	73.75
41937	11/02/2015	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	156.25
41937	11/02/2015	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	68.25
41937	11/02/2015	General Fund	Utilities	King Co Water Dist 49	858.57
41937	11/02/2015	General Fund	Utilities	King Co Water Dist 49	58.57
41937	11/02/2015	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	27.25
41937	11/02/2015	Parks & Gen Gov't CIP	Construction	King Co Water Dist 49	4,436.00
41937	11/02/2015	General Fund	Utilities	King Co Water Dist 49	929.82
41937	11/02/2015	General Fund	Utilities	King Co Water Dist 49	1,278.75
41937	11/02/2015	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	68.25
41937	11/02/2015	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	320.25
41937	11/02/2015	General Fund	Utilities	King Co Water Dist 49	128.07
41937	11/02/2015	Street Fund	Landscape Maint - Utilities	King Co Water Dist 49	68.25
Check Total:					9,893.28
41938	11/02/2015	General Fund	Subscriptions and Publications	West Payment Center	575.68
Check Total:					575.68
41939	11/02/2015	General Fund	Professional Services	Whitewater Aquatics Mgmt	1,666.66
Check Total:					1,666.66
41940	11/02/2015	Street Fund	Operating Rentals and Leases	Wilken Properties, LLC	3,000.00
41940	11/02/2015	Surface Water Management Fund	Operating Rentals and Leases	Wilken Properties, LLC	3,000.00
Check Total:					6,000.00
41941	11/02/2015	Transportation CIP	Design - Engineering	Dept. of Transportatoin	1,342.64
41941	11/02/2015	Transportation CIP	Design - Engineering	Dept. of Transportatoin	465.80
Check Total:					1,808.44
Report Total:					1,121,731.12

DRAFT

Burien
WASHINGTON

CITY COUNCIL REGULAR MEETING MINUTES

October 19, 2015

7:00 p.m.

**400 SW 152nd Street, 1st Floor
Burien, Washington 98166**

To hear Council's full discussion of a specific topic or the complete meeting, the following resources are available:

- *Watch the video-stream available on the City website, www.burienwa.gov*
- *Check out a DVD of the Council Meeting from the Burien Library*

CALL TO ORDER

Mayor Lucy Krakowiak called the Regular Meeting of the Burien City Council to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Krakowiak led the Pledge of Allegiance.

ROLL CALL

Present: Mayor Lucy Krakowiak, Deputy Mayor Nancy Tosta, Councilmembers Stephen Armstrong, Bob Edgar, Lauren Berkowitz, Gerald F. Robison and Debi Wagner.

Administrative staff present: City Manager Kamuron Gurol; Police Chief Scott Kimerer; City Attorney Soojin Kim; and, Department Assistant Kathy Wetherbee.

AGENDA CONFIRMATION

Direction/Action

Motion was made by Councilmember Robison, seconded by Councilmember Edgar, and passed unanimously to affirm the October 19, 2015, Agenda.

PUBLIC COMMENT

Ms. Richard, 533 3rd Avenue West, Seattle
Alex, Stand Up America
Dick West, 11006 Roseburg Avenue South, Burien
Chestine Edgar, 1811 Southwest 152nd Street, Burien
Rob Johnson, 13422 6th Ave South, Burien

Presentation by the Highline High School Robotics Team.

FIRST Robotics Team 3574, the High Tekerz, spoke about the team history, core values, sponsors and internships.

CORRESPONDENCE TO THE COUNCIL

- a. Email Dated October 2, 2015, from T. Rossibusichio.
- b. Email Dated October 5, 2015, from Rachael Levine.
- c. Email Dated October 12, 2015, from Dick West.
- d. Email Dated October 12, 2015, from Deanna Moreau.
- e. Email Dated October 12, 2015, from Julie Forkasdi.
- f. Email Dated October 12, 2015, from Meg Van Wyk.
- g. Email Dated October 12, 2015, from Eric Dickman.
- h. Email Dated October 12, 2015, from Rachael Levine.

CONSENT AGENDA

- a. Approval of Check Register: Check Numbers 41733 - 41855 in the Amount of \$311,387.95 for Payment on October 19, 2015; Payroll Salaries and Benefits Approval Check Numbers 6650 - 6663 for Direct Deposits and Wire Transfers in the Amount of \$346,071.92 for September 16 – September 30, 2015, Paid on October 5, 2015.
- b. Approval of Minutes: Study Session, September 28, 2015; and, Regular Meeting, October 5, 2015.

Direction/Action

Motion was made by Councilmember Robison, seconded by Deputy Mayor Tosta, and passed unanimously to approve the October 19, 2015, Consent Agenda.

BUSINESS AGENDA

Motion to Name Voting Delegate to the National League of Cities (NLC) Annual Business Meeting, November 7, 2015.

Public Comment

None received

Direction/Action

Motion was made by Councilmember Robison, seconded by Councilmember Edgar, and passed unanimously to name Deputy Mayor Tosta as the Voting Delegate for the National League of Cities (NLC) Annual Business Meeting, November 7, 2015.

Discussion/Action on 2016 Regional, State and Federal Legislative Agenda.

Direction/Action

Motion was made by Councilmember Robison, seconded by Councilmember Berkowitz, to adopt the City of Burien 2016 Regional, State and Federal Legislative Agenda.

Public Comment

Meg Van Wyk, 16203 25th Avenue Southwest, Burien
Trevor Siperek, 618 Southwest 137th Street, Burien
Rachel Levine, 430 South 124th Street, Burien

Direction/Action

Motion was made by Councilmember Berkowitz to amend the motion to include support for homelessness, support legislation to raise the state minimum wage, support public school funding as well as amended to include advocacy for removing the barriers to the cities determining rent control outcome for itself and advocating for a graduated income tax.

Motion died due to lack of a second.

Direction/Action

Motion was made by Councilmember Robison, and seconded by Councilmember Berkowitz, and passed unanimously to amend the motion to adopt Amendment No. 4 to change the wording to read "Human Services and Homelessness Funding, Continue to support legislative initiatives to provide state funding for mental health services, addiction services, and resources to respond to homelessness."

Direction/Action

Motion was made by Councilmember Robison, and seconded by Councilmember Berkowitz, and passed unanimously to amend the motion as set forth in Item YY to add a new State Legislative Agenda item that reads "Support full funding for a comprehensive basic education program, and complementary school construction program, to meet the needs of Highline School District students."

Direction/Action

Motion was made by Councilmember Berkowitz, and seconded by Councilmember Robison, to amend the motion to add Item XX with a modification, so it would read "Support legislation to raise the state minimum wage." **Motion failed 3-4. Opposed,** Mayor Krakowiak, Deputy Mayor Tosta, Councilmembers Armstrong and Robison. Councilmember Wagner stated that she wanted to changed her vote to no.

Direction/Action

Motion was made by Councilmember Robison, and seconded by Mayor Krakowiak, to amend the motion to add a new Legislative Agenda Item XX which reads "Support legislation to address the state minimum wage." **Motion passed 5-2. Opposed,** Deputy Mayor Tosta and Councilmember Berkowitz.

Direction/Action

Motion was made by Councilmember Berkowitz, seconded by Councilmember Robison, to amend the motion to add Item AAA "To remove all state laws that prohibits cities from addressing rent control." **Motion failed 2-5. Opposed,** Mayor Krakowiak, Councilmembers Armstrong, Edgar, Robison, and Wagner.

Direction/Action

Motion was made by Deputy Mayor Tosta, seconded by Councilmember Robison, and passed unanimously to amend the motion to add an item to the State Legislative Agenda "Support facilitating greater access to rooftop residential and community solar installations by modifying the Renewable Energy System Cost Recovery program to provide greater certainty about financial return for current solar investors while extending the timeframe for solar incentives to encourage future installations."

Direction/Action

Motion was made by Deputy Mayor Tosta, seconded by Councilmember Robison, and passed unanimously to amend the motion to add an item to the State Legislative Agenda "Support efforts to accelerate Puget Sound Energy's complete transition from coal to clean renewable energy by 2025, while providing certainty to rate payers on timing and cost. Legislation authorizing increased ownership of Colstrip should include provisions to minimize ratepayer liabilities and accelerate Green House Gas (GHG) emissions reductions."

Direction/Action

Motion was made by Councilmember Robison, seconded by Councilmember Edgar, to add an item to the Federal Legislative Agenda "With other partners, support bills that will address reducing aircraft noise around airports."

Direction/Action

Motion was made by Councilmember Wager, seconded by Councilmember Robison, and passed unanimously to amend the amendment to add the wording "and emissions" to read "With other partners, support bills that will address reducing aircraft noise and emissions around airports."

The following amendment was restated:

Direction/Action

Motion was made by Councilmember Robison, seconded by Councilmember Edgar, and passed unanimously as amended the to add an item to the Federal Legislative Agenda "With other partners, support bills that will address reducing aircraft noise and emissions around airports."

Direction/Action

Motion was made by Councilmember Berkowitz, seconded by Councilmember Robison, to add an item to the State Legislative Agenda "Advocate for a graduated state income tax." Motion failed 3-4. Opposed Mayor Krakowiak, Councilmembers Armstrong, Edgar, and Wagner.

Direction/Action

Motion was made by Councilmember Berkowitz, seconded by Councilmember Robison, to add in item to the Federal Legislative Agenda "to advocate to raise the federal minimum wage. Motion passed 5-2. Opposed Mayor Krakowiak, Councilmember Wagner.

Direction/Action

Motion was made by Councilmember Robison, seconded by Councilmember Berkowitz, and passed unanimously to adopt the City of Burien 2016 Regional, State and Federal Legislative Agenda as amended.

Review of Council Proposed Agenda Schedule.

Follow-up

Staff will email Council the revised schedule that lists the Zoning Code Amendment changes and schedule a presentation and discussion with King County Metro regarding their Long Range Plan and the Service Guidelines.

COUNCIL REPORTS

Councilmember Wager stated she attended the Transportation Symposium.

Deputy Mayor Tosta stated she attended Sound Cities Public Issues Committee (PIC) meeting and the Suburbanization of Poverty discussion and she stated that a delegate will be needed for the December 2, 2015, Sound Cities Association Membership meeting.

CITY MANAGER'S REPORT

Direction/Action

Motion was made by Robison, seconded by Councilmember Armstrong, and passed unanimously to send a proxy letter to Honorable Mark Eide, King County District Court Judge or Honorable David Christie, King County District Court Judge, regarding the District Court boundary change.

Follow-up

Staff will email the Council an overview of the work taking place for the Sound Transit 3 vote.

ADJOURNMENT

MOTION was made by Robison, seconded by Councilmember Tosta, and passed unanimously to adjourn the meeting at 9:04 p.m.

Lucy Krakowiak, Mayor

Kathy Wetherbee, Department Assistant

DRAFT



CITY COUNCIL STUDY SESSION MINUTES

October 26, 2015

7:00 pm

**400 SW 152nd Street, 1st Floor
Burien, Washington 98166**

CALL TO ORDER

Mayor Krakowiak called the Study Session of the Burien City Council to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Krakowiak led the Pledge of Allegiance.

ROLL CALL

Present: Mayor Lucy Krakowiak, Deputy Mayor Nancy Tosta, Councilmembers Bob Edgar, Lauren Berkowitz, Gerald F. Robison and Debi Wagner. Councilmember Stephen Armstrong was excused.

Administrative staff present: City Manager Kamuron Gurol; Police Captain Bryan Howard; City Attorney Soojin Kim; Public Works Director Maiya Andrews; and, City Clerk Monica Lusk.

PRESENTATION

Presentation on the Goodwill Job Training Center by Betsy McFeely, Director of Community Relations

Betsy McFeely, Goodwill Director of Community Relations and Janice Rapier, Goodwill Director of Job Training and Education Programs, talked about the Center's scope and mission; recycling statistics; classes, programs and services; demographics; employment history; assistance needs; the number of students served; and, job placements to date.

Follow-up

Staff will follow up with Janice Rapier for seasonal worker recruitment in the spring.

CORRESPONDENCE TO THE COUNCIL

- a. Email Dated October 19, 2015, from John Poitras.
- b. Email Dated October 20, 2015, from Dick West.

DISCUSSION ITEMS

Police Update

Captain Bryan Howard provided an update on Geographic Information Science (GIS) and predictive policing, crime statistics, and both the Explorer Scout Program and the Block and Business Watch Programs.

Solid Waste Update

Public Comment

Dan Poiree, 13926 15th Place SW, Burien

Follow-up

Staff will provide information on the cost, feasibility and location for deploying a Clear Alley Program pilot program next spring; provide recycling information to businesses and multi-family complexes when they open and during the license renewal period; and, schedule a discussion on mandatory garbage service on a future agenda.

Recology CleanScapes staff will provide: a solution for old holiday light strands; who is buying the biofuel made from recycled cooking oil; and, the volume difference noticed between the cities that ban Styrofoam containers and those that do not.

Direction/Action

Mayor Krakowiak recessed for a break at 9:00 p.m. and reconvened the meeting at 9:10 p.m.

Review of Council Proposed Agenda Schedule

Follow-up

Staff will schedule the City Manager's review and the 'State of the City' report early next year, and provide when Burien's population of 50,800 becomes official and a list of what happens when the number becomes official, e.g. becoming a direct entitlement city for Community Development Block Grant (CDBG) funds.

COUNCIL REPORTS

Follow-up

Staff will provide a report to the Council on adding aviation emissions to SCATBd's legislative agenda by November 16, 2015.

Councilmember Berkowitz stated that she will forward to the Council an invitation to the Federal Way Day Shelter Coalition's assembly to be held on October 29, 2015.

Councilmember Edgar noted that he attended the successful Boo in Burien event.

ADJOURNMENT

Direction/Action

MOTION was made by Deputy Mayor Tosta, seconded by Councilmember Robison, and passed unanimously to adjourn the meeting at 9:45 p.m.

Lucy Krakowiak, Mayor

Monica Lusk, City Clerk

**CITY OF BURIEN
AGENDA BILL**

Agenda Subject: Public Hearing on Revenue Sources and Expenditures for 2015-2016 Mid-biennial Budget Review and Update		Meeting Date: November 2, 2015
Department: Finance Department	Attachments: 1. Public Hearing Notice	Fund Source: N/A Activity Cost: N/A Amount Budgeted: N/A Unencumbered Budget Authority: N/A
Contact: Kim Krause, Finance Director		
Telephone: (206) 439-3150		
PURPOSE/REQUIRED ACTION: The purpose of this agenda item is for Council to hold the second public hearing to receive comments on the 2015-2016 Mid-biennial Budget Review and Update.		
BACKGROUND (Include prior Council action & discussion): This is the second of two scheduled public hearings. Citizens and community organizations are encouraged to participate by providing the Council with their priorities for future infrastructure projects, public safety enhancements, human services programs, cultural and recreational opportunities, and other public services. The first public hearing was held on September 21, 2015. The following is the proposed budget calendar: Monday, November 2, 2015 – Regular Council Meeting – Second Public Hearing on Revenue Sources and Expenditures, discussion of Ordinance No. 626 Setting the 2016 Property Tax Levy, discussion of Ordinance No. 627 Increasing the Surface Water Management Service Charges and Amending Chapter 13.10 of the Burien Municipal Code, presentation of the 2015-2016 Mid-biennial budget amendment, discussion of Ordinance No. 628 Adopting the 2015-2016 Mid-biennial Budget Amendment and presentation of the 2016 Proposed Financial Policies. Monday, November 16, 2015 – Regular Council Meeting – Adoption of Ordinance No. 626 Setting the 2016 Property Tax Levy, Adoption of Ordinance No. 627 Increasing the Surface Water Management Service Charges and Amending Chapter 13.10 of the Burien Municipal Code, continued discussion or adoption of Ordinance No. 628 Amending the 2015-2016 Biennial Budget and Adoption of the 2016 Financial Policies. If necessary, Monday, December 7, 2015 – Regular Council Meeting – Adoption of Ordinance No. 628 Amending the 2015-2016 Biennial Budget. Adoption of the budget may be extended (to any date prior to January 1, 2016) if Council decides to continue discussion of the 2015-2016 Mid-biennial Budget Review and Update. The Property Tax Levy and Surface Water Management Rates must be adopted prior to November 30, 2015.		
OPTIONS (Including fiscal impacts): N/A		
Administrative Recommendation: Conduct the public hearing on the 2015-2016 Mid-biennial Budget Review and Update.		
Advisory Board Recommendation: N/A		
Suggested Motion: None required.		
Submitted by: Kim Krause, Finance Director		
Administration _____	City Manager _____	
Today's Date: October 22, 2015	File Code: \\File\records\CC\Agenda Bill 2015\110215ad-1 Public Hearing.docx	



Burien

Washington, USA

400 SW 152nd, Suite 300, Burien, WA 98166
Phone: (206) 241-4647 • FAX (206) 248-5539
www.burienwa.gov

DATE: October 21, 2015
FOR RELEASE: October 23, 2015
CONTACT: Finance Department
Telephone: (206) 439-3150

2015-2016 MID-BIENNIAL BUDGET REVIEW PUBLIC HEARING NOTICE

The City of Burien will hold a public hearing on Monday, November 2, 2015 for the purpose of:

Receiving public comments on revenue sources, including a possible increase of up to 1% in property tax revenue, and expenditures for the 2015-2016 Mid-Biennial Budget review and amendments.

The hearing will be in the Burien Council Chambers at 400 SW 152nd St., at approximately 7:00 p.m. The 2015-2016 Adopted Budget is available on the City's website, www.burienwa.gov. The 2015-2016 Mid-Biennial Budget Review is expected to be available on October 30, 2015 on the City's website, www.burienwa.gov, or copies can be obtained by calling the Finance Department at (206) 439-3150.

Sign language and communication in alternate format can be arranged given sufficient notice. Please contact the City Clerk's office at (206) 248-5517.

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Published in The Seattle Times: October 23, 2015

cc: Burien City Council
Burien City Staff
Burien Library
B-Town Blog
Discover Burien

Westside Weekly
Seahurst Post Office
Web site: www.burienwa.gov
White Center Now

**CITY OF BURIEN
AGENDA BILL**

Agenda Subject: Staff Presentation Regarding the 2015-2016 Mid-biennial Budget Modification		Meeting Date: November 2, 2015
Department: Finance Department Contact: Kim Krause, Finance Director Telephone: (206) 439-3150	Attachments: 1. Draft Ordinance 628 2. CIP Summary 3. Financial Policies	Fund Source: N/A Activity Cost: N/A Amount Budgeted: N/A Unencumbered Budget Authority: N/A
PURPOSE/REQUIRED ACTION: <p>The purpose of this agenda item is to receive a staff presentation on the mid-biennial budget modification including the budget amendment Ordinance No. 628 and amendments to the 2016 proposed financial policies.</p> <p>BACKGROUND (Include prior Council action & discussion):</p> <p>On December 1, 2014, Council adopted the 2015-2016 Biennial Budget (Ordinance No. 618). By law, the Council must review and make applicable adjustments to the biennial budget, between the eighth month and the end of the first year. The mid-biennial review only addresses items that need budgetary changes. An overview of the changes will be presented at the meeting. The detailed changes are described in Exhibit B of Ordinance No. 628. The salary schedules in Exhibit D include a 1% cost of living increase, per the adopted financial policies. This is a reduction from the adopted budget which included a 2% placeholder. The intermittent and temporary salary schedule has been consolidated with the regular part-time and regular full-time salary schedule. The cost of this consolidation is less than \$5,000 for the General Fund and less than \$9,000 for all funds. The consolidation will more fairly compensate the intermittent and temporary employees as they had fallen behind benefitted staff during the recession and will improve efficiency in managing the salary schedules.</p> <p>The attached financial policies include a recommendation to change the inflationary factors used to calculate annual fee increases. Also included is a recommendation to adopt language guiding the appropriation of the \$2 million Capital Partnership Reserve Fund that was established when the budget was adopted.</p>		
Administrative Recommendation: Staff presentation on Ordinance No. 628, amending the 2015-2016 Biennial Budget. Place on the November 16 th agenda for discussion and action.		
Advisory Board Recommendation: N/A		
Suggested Motion: N/A		
Submitted by: Kim Krause, Finance Director Administration _____ City Manager _____		
Today's Date: October 27, 2015	File Code: \\File\records\CC\Agenda Bill 2015\110215ad-2 Mid-biennial Budget Review and Update.docx	

CITY OF BURIEN, WASHINGTON

ORDINANCE NO. 628

AN ORDINANCE OF THE CITY OF BURIEN, WASHINGTON, AMENDING THE 2015-2016 BIENNIAL BUDGET OF THE CITY OF BURIEN, WASHINGTON TO ADJUST REVENUES AND APPROPRIATE EXPENDITURES TO THE CITY FUNDS FOR 2015 AND 2016

WHEREAS, the City of Burien adopted the 2015-2016 Biennial Budget by Ordinance No. 618; and

WHEREAS, the City of Burien has conducted a mid-biennial review and prepared this amendment to modify the biennial budget as required per RCW 35.34.130 and RCW 35A.34.130.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. The 2015-2016 Adopted Budget for the City of Burien for the period January 1, 2015 through December 31, 2016 is hereby amended as shown in Exhibit A and B.

Section 2. The 2016 Salary Schedule for the City of Burien is hereby amended as shown in Exhibit D.

Section 2. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE ____ DAY OF _____, 2015, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS ____ DAY OF _____, 2015.

CITY OF BURIEN

Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

Monica Lusk, City Clerk

Approved as to form:

Soojin Kim, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Ordinance No. 628
Date of Publication:

Exhibit A

The following exhibit illustrates the revised revenue and expenditure totals for all funds and brings current the totals for each fund previously reported in Ordinance No. 618:

City of Burien				
2015-16 Revised Budget - All Funds				
Operating Funds - Resources	Beginning Fund Balance	Revenues	Transfers In	Total Resources
General	\$ 10,812,915	\$ 46,811,300	\$ 346,000	\$ 57,970,215
Street	1,512,325	5,142,000	-	6,654,325
Surface Water Management	830,545	6,425,000	-	7,255,545
Public Works Reserve	314,265	2,532,000	-	2,846,265
Equipment Reserve	880,850	-	540,000	1,420,850
Art in Public Places	30,380	-	-	30,380
Capital Projects Reserve	82,050	1,472,000	-	1,554,050
Transportation Benefit District	46,785	700,000	-	746,785
Debt Service	82,885	484,000	5,025,000	5,591,885
LID Reserve	165,000	-	-	165,000
Subtotal Operating Funds	\$ 14,758,000	\$ 63,566,300	\$ 5,911,000	\$ 84,235,300
Capital Project Funds - Resources	Beginning Fund Balance	Revenues	Transfers In	Total Resources
Parks and General Government Capital Projects	\$ 2,144,195	\$ 4,567,874	\$ 486,000	\$ 7,198,069
Transportation Capital Projects	\$ 2,742,935	\$ 2,368,009	\$ 2,333,250	\$ 7,444,194
Surface Water Management Capital Projects	\$ 1,820,350	\$ 1,697,892	\$ 2,250,000	\$ 5,768,242
Subtotal Capital Projects Funds	\$ 6,707,480	\$ 8,633,775	\$ 5,069,250	\$ 20,410,505
Total Resources	\$ 21,465,480	\$ 72,200,075	\$ 10,980,250	\$104,645,805

Operating Funds - Uses	Expenditures	Transfers Out	Ending Fund Balance	Total Uses
General	\$ 46,317,140	\$ 825,000	\$ 10,828,075	\$ 57,970,215
Street	\$ 3,331,565	\$ 3,091,000	\$ 231,760	\$ 6,654,325
Surface Water Management	\$ 4,537,500	\$ 2,420,000	\$ 298,045	\$ 7,255,545
Public Works Reserve	\$ -	\$ 2,700,000	\$ 146,265	\$ 2,846,265
Equipment Reserve	\$ 750,000	\$ -	\$ 670,850	\$ 1,420,850
Art in Public Places	\$ 25,000	\$ -	\$ 5,380	\$ 30,380
Capital Projects Reserve	\$ -	\$ 1,036,000	\$ 518,050	\$ 1,554,050
Transportation Benefit District	\$ -	\$ 725,000	\$ 21,785	\$ 746,785
Debt Service	\$ 5,529,995	\$ -	\$ 61,890	\$ 5,591,885
LID Reserve	\$ -	\$ -	\$ 165,000	\$ 165,000
Subtotal Operating Funds	\$ 60,491,200	\$ 10,797,000	\$ 12,947,100	\$ 84,235,300
Capital Project Funds - Uses	Expenditures	Transfers Out	Ending Fund Balance	Total Uses
Parks and General Government Capital Projects	\$ 7,108,000	\$ -	\$ 90,069	\$ 7,198,069
Transportation Capital Projects	\$ 6,525,844	\$ -	\$ 918,350	\$ 7,444,194
Surface Water Management Capital Projects	\$ 5,404,936	\$ 183,250	\$ 180,056	\$ 5,768,242
Subtotal Capital Projects Funds	\$ 19,038,780	\$ 183,250	\$ 1,188,475	\$ 20,410,505
Total Uses	\$ 79,529,980	\$ 10,980,250	\$ 14,135,575	\$104,645,805

Exhibit A

The following exhibit illustrates the revised 2015 revenue and expenditure totals for all funds and brings current the totals for each fund previously reported in Ordinance No. 618:

City of Burien				
2015 Revised Budget - All Funds				
For Reference Only				
Operating Funds - Resources	Beginning Fund Balance	Revenues	Transfers In	Total Resources
General	\$ 10,812,915	\$ 23,302,000	\$ 173,000	\$ 34,287,915
Street	1,512,325	2,551,000	-	4,063,325
Surface Water Management	830,545	3,155,000	-	3,985,545
Public Works Reserve	314,265	1,416,000	-	1,730,265
Equipment Reserve	880,850	-	270,000	1,150,850
Art in Public Places	30,380	-	-	30,380
Capital Projects Reserve	82,050	731,000	-	813,050
Transportation Benefit District	46,785	350,000	-	396,785
Debt Service	82,885	242,000	2,485,000	2,809,885
Local Improvement District Reserve	165,000	-	-	165,000
Subtotal Operating Funds	\$ 14,758,000	\$ 31,747,000	\$ 2,928,000	\$ 49,433,000
Capital Projects Funds - Resources	Beginning Fund Balance	Revenues	Transfers In	Total Resources
Parks & General Government	2,144,195	4,567,874	300,000	7,012,069
Transportation	2,742,935	712,009	1,683,250	5,138,194
Surface Water	1,820,350	1,697,892	1,250,000	4,768,242
Subtotal Capital Projects Funds	\$ 6,707,480	\$ 6,977,775	\$ 3,233,250	\$ 16,918,505
Total Resources	\$ 21,465,480	\$ 38,724,775	\$ 6,161,250	\$ 66,351,505
Operating Funds - Uses	Expenditures	Transfers Out	Ending Fund Balance	Total Uses
General	\$ 22,344,640	\$ 410,000	\$ 11,533,275	\$ 34,287,915
Street	1,670,685	2,133,000	259,640	4,063,325
Surface Water Management	2,241,330	1,310,000	434,215	3,985,545
Public Works Reserve	-	1,600,000	130,265	1,730,265
Equipment Reserve	250,000	-	900,850	1,150,850
Art in Public Places	-	-	30,380	30,380
Capital Projects Reserve	-	300,000	513,050	813,050
Transportation Benefit District	-	375,000	21,785	396,785
Debt Service	2,761,015	-	48,870	2,809,885
Local Improvement District Reserve	-	-	165,000	165,000
Subtotal Operating Funds	\$ 29,267,670	\$ 6,128,000	\$ 14,037,330	\$ 49,433,000
Capital Projects Funds - Uses	Expenditures	Transfers Out	Ending Fund Balance	Total Uses
Parks & General Government	6,852,000	-	160,069	7,012,069
Transportation	3,031,844	-	2,106,350	5,138,194
Surface Water	4,603,936	33,250	131,056	4,768,242
Subtotal Capital Projects Funds	\$ 14,487,780	\$ 33,250	\$ 2,397,475	\$ 16,918,505
Total Uses	\$ 43,755,450	\$ 6,161,250	\$ 16,434,805	\$ 66,351,505

Exhibit A

The following exhibit illustrates the revised 2016 revenue and expenditure totals for all funds and brings current the totals for each fund previously reported in Ordinance No. 618:

City of Burien				
2016 Revised Budget - All Funds				
For Reference Only				
Operating Funds - Resources	Beginning Fund Balance	Revenues	Transfers In	Total Resources
General	\$ 11,533,275	\$ 23,509,300	\$ 173,000	\$ 35,215,575
Street	259,640	2,591,000	-	2,850,640
Surface Water Management	434,215	3,270,000	-	3,704,215
Public Works Reserve	130,265	1,116,000	-	1,246,265
Equipment Reserve	900,850	-	270,000	1,170,850
Art in Public Places	30,380	-	-	30,380
Capital Projects Reserve	513,050	741,000	-	1,254,050
Transportation Benefit District	21,785	350,000	-	371,785
Debt Service	48,870	242,000	2,540,000	2,830,870
Local Improvement District Reserve	165,000	-	-	165,000
Subtotal Operating Funds	\$ 14,037,330	\$ 31,819,300	\$ 2,983,000	\$ 48,839,630
Capital Projects Funds - Resources	Beginning Fund Balance	Revenues	Transfers In	Total Resources
Parks & General Government	160,069	-	186,000	346,069
Transportation	2,106,350	1,656,000	650,000	4,412,350
Surface Water	131,056	-	1,000,000	1,131,056
Subtotal Capital Projects Funds	\$ 2,397,475	\$ 1,656,000	\$ 1,836,000	\$ 5,889,475
Total Resources	\$ 16,434,805	\$ 33,475,300	\$ 4,819,000	\$ 54,729,105
Operating Funds - Uses	Expenditures	Transfers Out	Ending Fund Balance	Total Uses
General	\$ 23,972,500	\$ 415,000	\$ 10,828,075	\$ 35,215,575
Street	1,660,880	958,000	231,760	2,850,640
Surface Water Management	2,296,170	1,110,000	298,045	3,704,215
Public Works Reserve	-	1,100,000	146,265	1,246,265
Equipment Reserve	500,000	-	670,850	1,170,850
Art in Public Places	25,000	-	5,380	30,380
Capital Projects Reserve	-	736,000	518,050	1,254,050
Transportation Benefit District	-	350,000	21,785	371,785
Debt Service	2,768,980	-	61,890	2,830,870
Local Improvement District Reserve	-	-	165,000	165,000
Subtotal Operating Funds	\$ 31,223,530	\$ 4,669,000	\$ 12,947,100	\$ 48,839,630
Capital Projects Funds - Uses	Expenditures	Transfers Out	Ending Fund Balance	Total Uses
Parks & General Government	256,000	-	90,069	346,069
Transportation	3,494,000	-	918,350	4,412,350
Surface Water	801,000	150,000	180,056	1,131,056
Subtotal Capital Projects Funds	\$ 4,551,000	\$ 150,000	\$ 1,188,475	\$ 5,889,475
Total Uses	\$ 35,774,530	\$ 4,819,000	\$ 14,135,575	\$ 54,729,105

Exhibit B

The following illustrates the changes made in each fund, not the totals per fund.

City of Burien				
Changes to the 2015-2016 Budget -- All Funds				
Operating Funds - Resources	Changes to Beginning Fund Balance	Changes to Revenues	Changes to Transfers In	Changes to Total Resources
General	\$ 2,954,160	\$ 934,100	\$ -	\$ 3,888,260
Street	530,330	220,000	-	750,330
Surface Water Management	323,335	50,000	-	373,335
Public Works Reserve	243,720	475,000	-	718,720
Equipment Reserve	128,035	-	40,000	168,035
Art in Public Places	25,920	-	-	25,920
Capital Projects Reserve	(20,380)	-	-	(20,380)
Transportation Benefit District	15,380	50,000	-	65,380
Debt Service	27,355	-	425,000	452,355
LID Reserve	-	-	-	-
Subtotal Operating Funds	\$ 4,227,855	\$ 1,729,100	\$ 465,000	\$ 6,421,955
Capital Project Funds - Resources	Changes to Beginning Fund Balance	Changes to Revenues	Changes to Transfers In	Changes to Total Resources
Parks and General Government Capital Projects	1,950,550	4,567,874	246,000	6,764,424
Transportation Capital Projects	1,106,390	2,234,176	440,000	3,780,566
Surface Water Management Capital Projects	1,405,760	1,697,892	350,000	3,453,652
Subtotal Capital Projects Funds	\$ 4,462,700	\$ 8,499,942	\$ 1,036,000	\$ 13,998,642
Total Resources	\$ 8,690,555	\$ 10,229,042	\$ 1,501,000	\$ 20,420,597

Operating Funds - Uses	Changes to Expenditures	Changes to Transfers Out	Changes to Ending Fund Balance	Changes to Total Uses
General	572,170	400,000	2,916,090	3,888,260
Street	(28,715)	725,000	54,045	750,330
Surface Water Management	(15,295)	340,000	48,630	373,335
Public Works Reserve	-	650,000	68,720	718,720
Equipment Reserve	(300,000)	-	468,035	168,035
Art In Public Places	20,540	-	5,380	25,920
Capital Projects Reserve	-	(434,000)	413,620	(20,380)
Transportation Benefit District	-	75,000	(9,620)	65,380
Debt Service	425,955	-	26,400	452,355
LID Reserve	-	-	-	-
Subtotal Operating Funds	\$ 674,655	\$ 1,756,000	\$ 3,991,300	\$ 6,421,955
Capital Project Funds - Uses	Changes to Expenditures	Changes to Transfers Out	Changes to Ending Fund Balance	Changes to Total Uses
Parks and General Government Capital Projects	6,723,000	-	41,424	6,764,424
Transportation Capital Projects	2,960,344	-	820,222	3,780,566
Surface Water Management Capital Projects	3,653,936	(260,000)	59,716	3,453,652
Subtotal Capital Projects Funds	\$ 13,337,280	\$ (260,000)	\$ 921,362	\$ 13,998,642
Total Uses	\$ 14,011,935	\$ 1,496,000	\$ 4,912,662	\$ 20,420,597

Exhibit C

The narrative below is the detail for the changes shown in Ordinance No. 628, Exhibit B.

GENERAL FUND 001

Beginning Fund Balance: An increase of \$2,954,160 was recognized when the 2014 books were closed.

Revenues: A net increase of \$934,100. This increase includes \$760,000 in Sales Tax due to the improved economy, which is primarily auto sales. Utility Tax estimates have been reduced by (\$250,000). This is partially due to lower than expected natural gas receipts as a result of a mild winter. The balance reflects a decline in telephone services due to the loss of land lines and due to cell phone providers separating data from phone services. A total of \$275,000 was added to Building Permit revenue to reflect increased construction activity in 2015. Liquor Taxes and Profits are increased by \$170,000 due to the restoration of these funds in the State's newly adopted budget. An increase of \$23,300 in intergovernmental revenue reflects 4Culture and King County grant awards. Seattle City Light revenues also reflect the mild winter and have been reduced by (\$75,000). Recreation revenues are increased by \$5,800 to reflect the current year activity. Miscellaneous revenue includes an increase of \$25,000 in seized and forfeited property to pay for security cameras in Town Square Park.

Transfers In: No change.

Expenditures: A net increase of \$572,170. This amendment includes a decrease of (\$317,365) in employee salaries and benefits that is a combination of many factors including a reduction in the 2016 2% COLA placeholder to 1%; a lower medical rate increase than expected; a reduction in the unemployment tax and L&I rates; and the replacement of a Recreation Supervisor with two part-time lower level positions. These reductions are offset by an increase due to the placement of intermittent employees on the regular salary schedule; an increase due to the reorganization of the Finance Department including the reclassification of the Senior Accountant to a Finance Manager and the reclassification of an Accounting Technician to an Accountant; the increase of a 0.8 Planner to a 1.0 Planner due to a vacancy; and an increase in Parks intermittent staff to run the NFL grant programs.

Other expenditure adjustments totaling \$889,535 include increases of: \$30,000 for bank fees; \$200,000 for potential litigation; \$70,000 for contract attorney services primarily for the interim City Attorney; \$35,000 for public defender costs due to the new caseload standards adopted by the Washington Supreme Court; \$21,950 for miscellaneous professional services including hearing examiner; \$60,000 for City Hall building maintenance; \$98,400 for janitorial services that were bid after the budget was adopted; \$5,150 for programs funded by the NFL grant; \$7,400 to expand the summer security at parks; \$30,000 to remove the stairs at Eagle Landing Park; \$14,600 for additional recreation programming for seniors; \$1,500 for additional maintenance services at the newly approved dog park; \$10,000 for citywide customer service training; \$18,000 for postage; \$4,000 for advertising; \$10,285 for insurance per notification from WCIA; \$15,000 for facility repairs at Moshier Arts Center that is partially offset by grant revenue; \$1,800 for dues and memberships; \$200,000 for the District Court contract which reflects current costs; \$25,000 for jail services; \$37,500 for security cameras at Town Square Park; and \$44,000 for additional lighting at Town Square and Dottie Harper Parks. These increases are offset by a reductions of (\$40,000) in the King County Sheriff's contract due to the 2014 reconciliation and (\$10,050) for applicant tracking software.

Transfers Out: An increase of \$400,000 to the Debt Service Fund for the SCORE debt. Per the bond covenants, the City is required to budget for the debt. The 2015-16 debt is being funded by contract revenue so this transfer will not be made.

Ending Fund Balance: An increase of \$2,916,090 reflects the net changes of the adjustments noted above.

STREET FUND 101

Beginning Fund Balance: An increase of \$530,330 was recognized when the 2014 books were closed.

Revenues: A net increase of \$220,000. This adjustment reflects an increase of \$70,000 in Solid Waste Utility Taxes. This revenue source is being refined as we have more experience with our new solid waste provider, Recology. Parking Tax was increased by \$80,000 to reflect current year activity and Motor Vehicle Fuel Tax was increased by \$70,000 to reflect updated estimates from MRSC.

Expenditures: A net decrease of (\$28,715). This decrease (\$28,715) in employee salaries and benefits is a combination of many factors including a reduction in the 2016 2% COLA placeholder to 1%; a lower medical rate increase than expected; and a reduction in the unemployment tax and L&I rates. These reductions are partially offset by an increase due to the placement of seasonal employees on the regular salary schedule and an increase in the budgeted step for seasonal workers.

Transfers Out: A net increase of \$725,000. This increase includes reducing the transfer to the Debt Service Fund (\$25,000) to offset an increased transfer from the Transportation Benefit District Fund for the overlay bonds; increasing the transfer to the Transportation CIP Fund by \$700,000 to use for future capital projects and adding a transfer of \$50,000 to the Surface Water Management CIP Fund for the transportation share of the SW 165th Street Stormwater project.

Ending Fund Balance: An increase of \$54,045 reflects the net changes of the adjustments noted above.

SURFACE WATER MANAGEMENT FUND 104

Beginning Fund Balance: An increase of \$323,335 was recognized when the 2014 books were closed.

Revenues: An increase of \$50,000 is the result of a grant from the Department of Ecology.

Expenditures: A net decrease of (\$15,295). Salaries and benefits are increased by \$29,705 due to a combination of factors including the addition of a community environmental and education specialist position that is funded by savings in professional services and increases due to the placement of seasonal employees on the regular salary schedule and an increase in the budgeted step for seasonal workers. These increases are offset by reducing the budgeted 2% COLA to 1%; a lower medical rate increase than expected; and a reduction in the unemployment tax and L&I rates. Professional services for inspections and maintenance are being reduced by (\$95,000) to fund the new position. This reduction is offset by a \$50,000 increase for pond maintenance that is funded with the DOE grant described above.

Transfers Out: An increase of \$340,000 includes \$40,000 to the Equipment Replacement Reserve Fund for the vector truck replacement; and \$300,000 to the Surface Water Management CIP Fund.

Ending Fund Balance: An increase of \$48,630 reflects the net changes of the adjustments noted above.

PUBLIC WORKS RESERVE FUND 106

Beginning Fund Balance: An increase of \$243,720 was recognized when the 2014 books were closed.

Revenues: An increase of \$475,000 in Real Estate Excise Tax revenues reflects continued improvement in home sales.

Transfers Out: An increase of \$650,000 to the Debt Service Fund.

Ending Fund Balance: An increase of \$68,720 reflects the net changes of the adjustments noted above.

EQUIPMENT RESERVE FUND 107

Beginning Fund Balance: An increase of \$128,035 was recognized when the 2014 books were closed.

Transfers In: An increase of \$40,000 from the Surface Water Management Fund for future replacement of the vector truck.

Expenditures: A decrease of (\$300,000) reflects the rescheduling of the permit tracking software replacement project to the 2017-18 biennium.

Ending Fund Balance: An increase of \$468,035 reflects the net changes of the adjustments noted above.

ART IN PUBLIC PLACES FUND 113

Beginning Fund Balance: An increase of \$25,920 was recognized when the 2014 books were closed.

Transfers In: No change.

Expenditures: An increase of \$20,540 to purchase art for Seahurst Park.

Ending Fund Balance: An increase of \$5,380 reflects the net changes of the adjustments noted above.

CAPITAL PROJECTS RESERVE FUND 115

Beginning Fund Balance: A decrease of (\$20,380) was recognized when the 2014 books were closed.

Revenues: No change.

Transfers Out: A reduction of (\$434,000) is the net result of reducing the transfer to the Debt Service Fund by (\$675,000) and increasing the transfer to the Parks and General Government CIP Fund by an additional \$241,000. The reduction in the transfer to the Debt Service Fund is offset by an increase in the transfer from the Public Works Reserve Fund.

Ending Fund Balance: An increase of \$413,620 reflects the net changes of the adjustments noted above.

TRANSPORTATION BENEFIT DISTRICT FUND 118

Beginning Fund Balance: An increase of \$15,380 was recognized when the 2014 books were closed.

Revenues: An increase of \$50,000 reflects higher than anticipated car tab fee revenue.

Transfers Out: An increase of \$75,000 to the Debt Service Fund for the overlay project. This increase is offset by a reduction in the transfer from the Street Fund.

Ending Fund Balance: A decrease of (\$9,620) reflects the net changes of the adjustments noted above.

DEBT SERVICE FUND 201

Beginning Fund Balance: An increase of \$27,355 was recognized when the 2014 books were closed.

Revenues: No change.

DEBT SERVICE FUND 201 continued

Transfers In: A net increase of \$425,000 includes an increase of \$400,000 in the transfer from the General Fund for the SCORE debt per the bond covenant requirements; a decrease of (\$25,000) from the Street Fund for the overlay bonds; an increase of \$650,000 from the Public Works Reserve Fund; a decrease of (\$675,000) from the Capital Project Reserve Fund, and an increase of \$75,000 from the Transportation Benefit District Fund.

Expenditures: An increase of \$425,955 reflects the addition of \$425,000 for the SCORE debt and \$955 for bond administration.

Ending Fund Balance: An increase of \$26,400 reflects the net changes of the adjustments noted above.

PARKS & GENERAL GOVERNMENT CAPITAL PROJECTS FUND 317

Beginning Fund Balance: An increase of \$1,950,550 was recognized when the 2014 books were closed.

Revenues: An increase of \$4,567,874 includes the addition of \$175,874 in CDBG funding for the Dottie Harper Playground Improvements project; \$447,000 in grant funding for the design of the Moshier Park Restroom and Field Improvements project; \$45,000 in private funding for the construction of the Off-Leash Dog Park; and \$3,900,000 from the Army Corps of Engineers for the Seahurst Park – North Shoreline project.

Transfers In: A net increase of \$246,000 from the Capital Projects Reserve Fund for the Seahurst Park – North Shoreline project and the Town Square Fountain Repair.

Expenditures: An increase of \$6,723,000 includes an additional \$20,000 for the Lake Burien School Park Site Plan; an additional \$48,830 for Parks Facilities Restoration; an additional \$577,000 for the Moshier Park Restroom and Field Improvements Project which is partially funded with a grant; \$184,994 for Dottie Harper Park Playground Improvements (carry forward from 2014); \$5,662,176 for the Seahurst Park – North Shoreline Project (carry forward from 2014); \$180,000 for the Seahurst Slide (carry forward from 2014) and an additional \$20,000 for staff coordination of these projects. One new project is added: \$60,000 for construction of the Off-Leash Dog Park (was budgeted in 2017). These project increases are offset by the elimination of the Strategic Information Systems (finance software replacement) project (\$30,000).

Transfers Out: No change.

Ending Fund Balance: An increase of \$41,424 reflects the net changes of the adjustments noted above.

TRANSPORTATION CAPITAL PROJECTS FUND 318

Beginning Fund Balance: An increase of \$1,106,390 was recognized when the 2014 books were closed.

Revenue: An increase of \$2,234,176. This increase is attributed to the addition of \$141,000 in CDBG funding for the Hilltop Elementary School Crosswalk and Path Project; the carryforward of \$191,000 in CDBG funding for the South 132nd Street Pedestrian and Bike Trail; the addition of \$425,633 in federal grant funding and \$1,515,000 appropriated in the State budget for NERA – SR 518/Des Moines Memorial Drive (DMMD) project; and \$95,376 in King County funding for the Lake to Sound Trail (carry forward from 2014). These increases are offset by the elimination of (\$133,833) in TIB grant funding as it was not awarded.

Transfers In: An increase of \$440,000 reflects an increase of \$700,000 from the Street Fund and a reduction of (\$260,000) from the Surface Water Management CIP Fund.

TRANSPORTATION CAPITAL PROJECTS FUND 318 continued

Expenditures: An increase of \$2,960,344. Included in this adjustment is \$14,265 in additional funding to close out 1st Avenue South Phase II; an additional \$137,000 for the Citywide Roadway Embankment Stabilization project; \$201,000 for the South 132nd Street Pedestrian and Bicycle Trail project (carry forward from 2014); \$96,337 for the Lake to Sound Trail project (carry forward from 2014); an additional \$2,237,184 to reflect the grants and state budget appropriation for the NERA SR 518/Des Moines Memorial Drive Interchange project; an increase of \$47,000 for the Shorewood Drive Gabion Wall project; \$90,106 for the Citywide ADA Barrier Mitigation Project (carry forward from 2014) and \$15,413 for the Signal Controller/Interconnect Upgrade program (carry forward from 2014). One new project is added: \$141,000 for the Hilltop Elementary School Crosswalk and Path project (CDBG funded). These increases are offset by reductions in the 4th-6th Ave/SW 148th Street project (\$8,961) and the 2015-16 Street Overlay project (\$10,000).

Ending Fund Balance: An increase of \$820,222 reflects the net changes of the adjustments noted above.

SURFACE WATER MANAGEMENT CAPITAL PROJECTS FUND 319

Beginning Fund Balance: An increase of \$1,405,760 was recognized when the 2014 books were closed.

Revenues: An increase of \$1,697,892. This includes \$1,552,852 for Department of Ecology grants for the 8th Ave South Sub-basin Project, the South 165th Street Drainage Improvement Project and the Residential Drainage Improvement Project. Also included is a carry forward of \$145,040 for a Department of Commerce grant for the NERA drainage project.

Transfers In: An increase of \$350,000 from the Surface Water Management operating fund.

Expenditures: An increase of \$3,653,936 includes \$562,860 for Capacity Improvements at SW 158th at 4th Ave SW (carry forward from 2014); \$164,155 for the SW 152nd and 8th Ave SW Drainage Improvements (carry forward from 2014); \$779,111 for the NERA Drainage Improvement project (carry forward from 2014); an additional \$120,500 for the SW 165th Street Drainage Improvement; \$6,725 in additional funding for the Residential Drainage Improvement program; and \$19,740 to close out the Hermes/Mayfair Study. New projects include \$1,940,845 for the 8th Ave South Sub-basin Retrofit Improvements (partially offset by the DOE grant); and \$60,000 for the City's share of the King County Courthouse Drainage project.

Transfers Out: A decrease of (\$260,000) to the Transportation Capital Projects Fund.

Ending Fund Balance: An increase of \$59,716 reflects the net changes of the adjustments noted above.

Exhibit D

2016 Salary Schedule

Regular Part-time, Regular Full-time, Intermittent, and Temporary Staff

Grade	Title	1	2	3	4	5
560	Accountant	4,981	5,230	5,492	5,767	6,055
480	Accounting Assistant	4,088	4,292	4,507	4,732	4,969
510	Accounting Technician	4,402	4,622	4,853	5,096	5,351
760	Administrative Services Manager	8,163	8,571	9,000	9,450	9,922
780	Assistant Public Works Director	8,576	9,005	9,455	9,928	10,424
710	Building Official	7,214	7,575	7,954	8,352	8,770
840	City Attorney	9,947	10,444	10,966	11,514	12,090
630	City Clerk	5,921	6,217	6,528	6,854	7,197
640	Civil Engineer - Journey Level	6,069	6,372	6,691	7,026	7,377
680	Civil Engineer II	6,699	7,034	7,386	7,755	8,143
560	Code Compliance Office	4,981	5,230	5,492	5,767	6,055
510	Code Specialist	4,402	4,622	4,853	5,096	5,351
570	Combination Bldg Inspector	5,106	5,361	5,629	5,910	6,206
650	Communications Officer	6,220	6,531	6,858	7,201	7,561
840	Community Development Director	9,947	10,444	10,966	11,514	12,090
560	Community Environmental Education Spec.	4,981	5,230	5,492	5,767	6,055
550	Computer Support Technician	4,860	5,103	5,358	5,626	5,907
210	Custodian	2,098	2,203	2,313	2,429	2,550
480	Department Assistant	4,088	4,292	4,507	4,732	4,969
760	Economic Development Manager	8,163	8,571	9,000	9,450	9,922
610	Economic Development Specialist	5,635	5,917	6,213	6,524	6,850
570	Electrical Inspector	5,106	5,361	5,629	5,910	6,206
550	Executive Assistant	4,860	5,103	5,358	5,626	5,907
220	Facility Attendant	2,150	2,258	2,371	2,490	2,614
840	Finance Director	9,947	10,444	10,966	11,514	12,090
720	Finance Manager	7,395	7,765	8,153	8,561	8,989
400	Front Desk Assistant	3,355	3,523	3,699	3,884	4,078
300	GIS Technician	2,620	2,751	2,889	3,033	3,185
560	Management Analyst	4,981	5,230	5,492	5,767	6,055
260	Management Intern	2,373	2,492	2,617	2,748	2,885
480	Paralegal	4,088	4,292	4,507	4,732	4,969
470	Park & Facility Maintenance Worker	3,989	4,188	4,397	4,617	4,848
400	Parking Compliance Officer	3,355	3,523	3,699	3,884	4,078
670	Parks Development & Operation Mgr	6,536	6,863	7,206	7,566	7,944
550	Parks Maintenance Supervisor	4,860	5,103	5,358	5,626	5,907
840	Parks, Rec, and Cultural Svcs Director	9,947	10,444	10,966	11,514	12,090
480	Permit Technician	4,088	4,292	4,507	4,732	4,969
580	Planner	5,233	5,495	5,770	6,058	6,361
840	Public Works Director	9,947	10,444	10,966	11,514	12,090
260	PW Maintenance Assistant	2,373	2,492	2,617	2,748	2,885
440	PW Maintenance Worker I	3,705	3,890	4,084	4,288	4,502
470	PW Maintenance Worker II	3,989	4,188	4,397	4,617	4,848
520	PW Maintenance Worker III	4,512	4,738	4,975	5,224	5,485
130	Recreation Leader I	1,722	1,808	1,898	1,993	2,093
190	Recreation Leader II	1,996	2,096	2,201	2,311	2,427
260	Recreation Leader III	2,373	2,492	2,617	2,748	2,885
670	Recreation Manager	6,536	6,863	7,206	7,566	7,944
490	Recreation Specialist	4,190	4,399	4,619	4,850	5,093
550	Recreation Supervisor	4,860	5,103	5,358	5,626	5,907
530	Right of Way Inspector	4,625	4,856	5,099	5,354	5,622
630	Senior Financial Analyst	5,921	6,217	6,528	6,854	7,197
630	Senior Planner	5,921	6,217	6,528	6,854	7,197
530	Stormwater Inspector	4,625	4,856	5,099	5,354	5,622
660	Street & Stormwater Maint. Mgr	6,376	6,695	7,030	7,381	7,750
620	Systems and GIS Administrator	5,777	6,066	6,369	6,687	7,021

2016 - 2021 Capital Improvement Program

PARKS AND GENERAL GOVERNMENT

Total Project Expenditures

	Prior Years	2015	2016	2017	2018	2019	2020	2021	TOTAL PROJECT	2016-2021 Six-Year CIP
Dottie Harper Playground Improvements	\$ 16,626	\$ 184,994	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 201,620	\$ -
Lake Burien School Park - Site Plan	-	-	50,000	-	-	-	-	-	50,000	50,000
Lake Burien School Park - Unfunded	-	-	-	340,000	-	-	-	-	340,000	340,000
Moshier Park Restroom and Field Improvements	-	697,000	-	-	-	-	-	-	697,000	-
Moshier Park Restroom-Field Improvements - Unfunded	-	-	-	3,000,000	-	-	-	-	3,000,000	3,000,000
Off Leash Dog Park	-	60,000	-	-	-	-	-	-	60,000	-
Parks Facilities Restoration	126,078	62,830	186,000	-	-	-	-	-	374,908	186,000
Public Works Maintenance and Operations Facility - Unfunded	-	-	-	11,500,000	-	-	-	-	11,500,000	11,500,000
Seahurst Park - North Shoreline	5,509,547	5,662,176	-	-	-	-	-	-	11,171,723	-
Seahurst Park - North Shoreline - Unfunded	-	-	-	300,000	-	-	-	-	300,000	300,000
Seahurst Park Slide	-	180,000	-	-	-	-	-	-	180,000	-
Staff Coordination of Parks CIP Projects	-	5,000	20,000	5,000	5,000	5,000	5,000	5,000	50,000	45,000
Total Projects - Funded	\$ 5,652,251	\$ 6,852,000	\$ 256,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 12,785,251	\$ 281,000
Total Projects - Unfunded	\$ -	\$ -	\$ -	\$ 15,140,000	\$ -	\$ -	\$ -	\$ -	\$ 15,140,000	\$ 15,140,000

Total Project Resources

	Prior Years	2015	2016	2017	2018	2019	2020	2021	TOTAL PROJECT	2016-2021 Six-Year CIP
Parks CIP Fund Balance	\$ 65,382	\$ 497,365	\$ 70,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 657,747	\$ 95,000
Capital Projects Reserve	171,079	300,000	186,000	-	-	-	-	-	657,079	186,000
King County Parks Levy	89,829	-	-	-	-	-	-	-	89,829	-
SWM Fund	30,000	-	-	-	-	-	-	-	30,000	-
Subtotal Local Funds	\$ 356,290	\$ 797,365	\$ 256,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 1,434,655	\$ 281,000
Grants	6,766,096	4,347,000	-	-	-	-	-	-	11,113,096	-
CDBG	16,626	175,874	-	-	-	-	-	-	192,500	-
Private	-	45,000	-	-	-	-	-	-	45,000	-
Unfunded	-	-	-	15,140,000	-	-	-	-	15,140,000	15,140,000
TOTAL ALL PROJECTS (less unfunded)	\$ 7,139,012	\$ 5,365,239	\$ 256,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 12,785,251	\$ 281,000

2016 - 2021 Capital Improvement Program

TRANSPORTATION

Total Project Expenditures

	Prior Years	2015	2016	2017	2018	2019	2020	2021	TOTAL PROJECT	2016-2021 Six-Year CIP
1st Avenue South - Phase 2	\$ 8,503,735	\$ 14,265	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,518,000	\$ -
4th-6th Avenue SW/SW 148th Street Intersection - Funded	218,961	203,039	-	-	-	-	-	-	422,000	-
4th-6th Avenue SW/SW 148th Street Intersection - Unfunded	-	-	-	2,196,000	-	-	-	-	2,196,000	2,196,000
Citywide ADA Barrier Mitigation	24,894	185,106	860,000	-	-	-	-	-	1,070,000	860,000
Citywide Roadway Embankment Stabilization	-	301,000	-	-	-	-	-	-	301,000	-
Hilltop Elementary Crosswalk/Path	-	-	141,000	-	-	-	-	-	141,000	141,000
Lake to Sound Trail	4,039	96,337	-	-	-	-	-	-	100,376	-
NERA Infrastructure - Pilot Program	-	566,500	-	-	-	-	-	-	566,500	-
NERA SR518/DMMD Interchange	1,458,011	822,184	1,765,000	11,940,000	-	-	-	-	15,985,195	13,705,000
Shorewood Gabion Wall Improvements	-	152,000	-	-	-	-	-	-	152,000	-
Signal Controller/Interconnect Upgrades	34,587	65,413	50,000	-	-	-	-	-	150,000	50,000
South 132nd Street Pedestrian and Bicycle Trail	-	201,000	-	-	-	-	-	-	201,000	-
South 136th Street Sidewalk Improvements - Unfunded	-	-	-	-	2,000,000	-	-	-	2,000,000	2,000,000
Street Overlay Program	1,201,369	350,000	600,000	480,000	480,000	480,000	480,000	480,000	4,551,369	3,000,000
Staff Coordination	-	75,000	78,000	81,000	84,000	87,000	90,000	93,000	588,000	513,000
Total Projects - Funded	\$ 11,445,596	\$ 3,031,844	\$ 3,494,000	\$ 12,501,000	\$ 564,000	\$ 567,000	\$ 570,000	\$ 573,000	\$ 32,746,440	\$ 18,269,000
Total Projects - Unfunded	\$ -	\$ -	\$ -	\$ 2,196,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 4,196,000	\$ 4,196,000

Total Project Resources

	Prior Years	2015	2016	2017	2018	2019	2020	2021	TOTAL PROJECT	2016-2021 Six-Year CIP
Transportation CIP	\$ 735,352	\$ 1,282,202	\$ 1,238,000	\$ 81,000	\$ 84,000	\$ 87,000	\$ 90,000	\$ 93,000	\$ 3,690,554	\$ 1,673,000
Surface Water Management CIP	551,369	33,250	150,000	80,000	80,000	80,000	80,000	80,000	1,134,619	550,000
Street Fund	200,000	350,000	450,000	400,000	400,000	400,000	400,000	400,000	3,000,000	2,450,000
Bonds - Street Overlay & 1st Avenue South	291,617	-	-	-	-	-	-	-	291,617	-
Impact/Mitigation Fees*	218,961	152,360	-	-	-	-	-	-	371,321	-
Subtotal Local Funding	1,997,299	1,817,812	1,838,000	561,000	564,000	567,000	570,000	573,000	8,488,111	4,673,000
CDBG	-	191,000	141,000	-	-	-	-	-	332,000	141,000
Grants	7,785,418	521,009	1,515,000	11,940,000	-	-	-	-	21,761,427	13,455,000
Utilities/Private	2,164,902	-	-	-	-	-	-	-	2,164,902	-
Unfunded	-	-	-	2,196,000	2,000,000	-	-	-	4,196,000	4,196,000
Total Project Resources (less unfunded)	\$ 11,947,619	\$ 2,529,821	\$ 3,494,000	\$ 12,501,000	\$ 564,000	\$ 567,000	\$ 570,000	\$ 573,000	\$ 32,746,440	\$ 18,269,000

*The Impact/Mitigation Fee of \$371,321 was collected in a prior year.

2016 - 2021 Capital Improvement Program

SURFACE WATER MANAGEMENT

Total Project Expenditures

	Prior Years	2015	2016	2017	2018	2019	2020	2021	TOTAL PROJECT	2016-2021 Six-year CIP
Capacity Improvements at SW 158th Street and 4th Ave SW	\$ 12,140	\$ 562,860	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 575,000	\$ -
8th Ave S. Sub-basin Retrofit Improvements (NEW)	-	1,940,845	-	-	-	-	-	-	1,940,845	-
SW 152nd Street and 8th Ave SW Drainage Improvements	80,845	214,155	450,000	-	-	-	-	-	745,000	450,000
SW 165th Street Drainage Improvements	-	470,500	-	-	-	-	-	-	470,500	-
Hermes/Mayfair Study	207,398	19,740	-	-	-	-	-	-	227,138	-
Hermes/Mayfair Drainage Improvements	-	-	-	100,000	500,000	-	-	-	600,000	600,000
King County Courthouse Stormwater Project (NEW)	-	60,000	-	-	-	-	-	-	60,000	-
NERA Drainage Improvements	5,418,350	779,111	-	-	-	-	-	-	6,197,461	-
Residential Drainage Imp. Program (RDIP)	113,002	506,725	300,000	300,000	300,000	300,000	300,000	300,000	2,419,727	1,800,000
Staff Coordination	-	50,000	51,000	52,000	53,000	54,000	55,000	56,000	371,000	321,000
Total Projects	\$ 5,831,735	\$ 4,603,936	\$ 801,000	\$ 452,000	\$ 853,000	\$ 354,000	\$ 355,000	\$ 356,000	\$ 13,606,671	\$ 3,171,000

Total Project Resources

	Prior Years	2015	2016	2017	2018	2019	2020	2021	TOTAL PROJECT	2016-2021 Six-year CIP
Surface Water Management CIP	\$ 378,852	\$ 2,221,973	\$ 801,000	\$ 452,000	\$ 853,000	\$ 354,000	\$ 355,000	\$ 356,000	\$ 5,771,825	\$ 3,171,000
Street Fund	-	50,000	-	-	-	-	-	-	50,000	-
King County Parks Levy Funds	416,081	-	-	-	-	-	-	-	416,081	-
Grants	5,670,873	1,697,892	-	-	-	-	-	-	7,368,765	-
Total Projects	\$ 6,465,806	\$ 3,969,865	\$ 801,000	\$ 452,000	\$ 853,000	\$ 354,000	\$ 355,000	\$ 356,000	\$ 13,606,671	\$ 3,171,000

CITY OF BURIEN FINANCIAL POLICIES

The City's Financial Policies are intended to serve as a Council-approved set of values and expectations for Council Members, City staff, citizens and other interested parties who may do business with the City. The use of the term "City" refers to all City officials and staff who are responsible for the activities to carry out these policies. The policies describe expectations for financial planning, budgeting, accounting, reporting and other management practices. They have been prepared to assure prudent financial management and responsible stewardship of the City's financial and physical resources.

A. City Funds

The City shall utilize "governmental fund accounting" as the organizational structure for its financial activities. The following funds have been established for budgeting, accounting and reporting.

OPERATING FUNDS

1. The *General Fund* is the general operating fund of the City. It accounts for all financial resources and transactions except those required to be accounted for in another fund.
2. The *Street Fund* is required by state law to account for dedicated state-shared gas tax revenue. The City's business license fee revenue, solid waste franchise fees and solid waste utility taxes are also deposited in this fund. Monies in the Street Fund are used for street maintenance and transportation capital projects.
3. The *Surface Water Management Fund* accounts for the maintenance and capital improvements to the City's storm and surface water drainage system. Revenues come from fees collected from residential and commercial property owners.

RESERVE FUNDS

1. The *Equipment Replacement Reserve Fund* provides monies for the orderly replacement of City assets with a value over \$5,000 and with an estimated service life of three or more years. All monies come from the City's Operating Funds (General, Street, and Surface Water Management).
2. The *Public Works Reserve Fund* is utilized for debt service or to accumulate monies for future Capital Improvement Program projects. Funding sources include the Real Estate Excise Tax (REET), Park Mitigation Fees, and transfers from the General Fund.

3. The *Capital Project Reserve* was established to accumulate monies from the City's annual property tax levy for future Capital Improvement Program projects.
4. The *Art in Public Places Fund* accounts for contributions, donations and commissions on sales of art displayed in public places along with 1% of construction contracts for City owned buildings, transit centers and parks.
5. The *Local Improvement District (LID) Guaranty Fund* is required by State law to maintain a balance of not less than 10% of the City's outstanding LID assessments. All monies in the Fund come from the Street Fund; any monies in excess of the needs of the LID Guaranty Fund are returned to the Street Fund.

DEBT SERVICE FUND

1. The City maintains a single *Debt Service Fund* to account for the resources necessary to pay principal and interest when due on the City's outstanding General Obligation Bonds, Local Improvement District Bonds, and Public Works Trust Fund Loans.

CAPITAL IMPROVEMENT PROGRAM FUNDS

~~Four~~ Three Capital Improvement Program Funds have been established to account for the revenues and expenditures associated with the following Capital Improvement Program project areas:

1. Parks and General Government;
- ~~2.~~ 2. ~~Town Square;~~
- ~~3.~~ 2. Transportation; and
- ~~4.~~ 3. Surface Water Management.

B. Resource Planning

1. To assure stability and continuity in City services, the City will prepare and update on a biennial basis a six-year Financial Forecast for all City Operating and Reserve Funds. This biennial planning process will enable citizens, staff, advisory committees, and the City Council to discuss current and future programs, service levels, and capital facility needs.
2. The relationship between the Operating and Capital Budgets will be incorporated into the Financial Forecasts and Budgets. Maintenance and operating costs associated with new Capital Improvement Program projects shall be disclosed in the Capital Budget when projects are being considered and included in the Operating Budget when the projects are complete.

3. The City Manager shall develop on a biennial basis a Financial Planning calendar that will provide for the timely update of the six-year Financial Forecasts for all City Operating and Reserve Funds along with the biennial process to develop, review, and adopt the City's Operating and Capital Budgets.
4. The City's Operating and Capital Budgets will implement City Council adopted goals and policies, long-range plans, and service choices for the community.
5. The City will use "prudent revenue and expenditure assumptions" in the development of the six-year Financial Forecasts, and Operating and Capital Budgets. Revenue and expenditure estimates shall be conservative to generally produce variances from budget estimates in the 3% to 5% range for overall fund revenues and 3% to 5% range for overall fund expenditures.
6. One-time resources shall be identified and shall be used to support one-time expenditures. Ongoing expenditure programs shall only be supported by ongoing resources.
7. Where estimated expenditures and fund balances exceed estimated resources for any Financial Forecast, potential options to bring the six-year Financial Forecasts into balance shall be included as an integral part of the Budget process.

C. Fund Balance and Reserve Levels

Budgeted fund balances shall be established at a minimum of ~~15~~17.5% of budgeted recurring revenue for the General Fund and 5% of budgeted recurring revenues for the Street and Surface Water Management Funds. The City's General Fund Reserve shall be increased to ~~17.5% with the adoption of the 2015-16 biennial budget then~~ 20% with the adoption of the 2017-18 biennial budget. The City hereby establishes and will maintain reservations of Fund Balance, as defined in accordance with Governmental Accounting and Financial Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This policy shall only apply to the City's governmental funds. Fund Balance shall be composed of the following five categories:

1. Non-Spendable Fund Balance – Amounts that are not in a spendable form (such as inventory) or are required to be maintained intact (such as the principal of an endowment fund).
2. Restricted Fund Balance – Amounts that can be spent only for the specific purposes stipulated by external resource providers (such as grantors), constitutionally, or through enabling legislation (that is, legislation that creates a new revenue source and restricts its use). Restrictions may only be changed or lifted with the consent of the resource providers.

3. Committed Fund Balance – Amounts that can be used only for the specific purposes determined by formal action of the City Council. Commitments may be changed or lifted only by the City Council taking the same formal action that imposed the constraint originally.
4. Assigned Fund Balance – Amounts the City intends to use for a specific purpose.
5. Unassigned Fund Balance – The residual classification for the General Fund and includes all amounts not contained in the other classifications. Unassigned amounts are the portion of fund balance that is not obligated or specifically designated and is available for any purpose.

The Finance Director shall have the authority to assign amounts of fund balance to a specific purpose; however, before expenditure, amounts must be appropriated by the City Council.

When expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, restricted fund balance is considered to have been spent first.

When expenditures are incurred for purposes for which amounts in any of unrestricted fund balance classifications can be used, committed amounts shall be reduced first, followed by assigned amounts and then unassigned amounts.

With the adoption of the 2015-16 Biennial Budget, Council approved the establishment of a \$2 million dollar Capital Partnership Reserve. This reserve is in the General Fund and will be leveraged to partner with other agencies on shared capital facilities such as a community recreation center, sports fields, or a maintenance and operations center,. The funds are available for appropriation if one or more of the following criteria is met.

1. Partnership with a public agency (such as King County, Highline School District, Port of Seattle or water/sewer district).
2. The project or the need is identified in an adopted plan or the adopted budget.
3. The estimated cost of the project is a minimum of \$1 million and Burien's share is at least \$500,000.
4. The project can be accomplished better and/or faster with a partnership.

D. Resource Allocation

The City Council has established the following allocations for designated revenues:

1. Not less than 1.25% of annual General Fund expenditures will be for Human Services programs.

2. A minimum of 40% and a maximum of 50% of Business and Occupation Tax Revenues are dedicated to expanded Economic Development programs and activities.

E. Accounting, Budget, and Financial Practice Policies

1. The City will maintain an accounting and financial reporting system that fully meets professional standards, state accounting requirements, and standards used by debt rating agencies.
2. Financial procedures shall be developed to assure appropriate controls are in place to protect City assets and to provide for the development of timely financial reporting.
3. Procurement policies and procedures shall be developed and periodically updated as needed to meet legal requirements and assure effective and competitive purchasing practices.
4. The City will strive to maintain at least an "A1" bond rating from Moody's Investor Services.
5. The Finance Director shall provide to the City Council not less than quarterly a Financial Status Report for all City Funds. This Report will include comparisons of actual revenue and expenditure performance to the respective Budget estimates. Where revenue collections are, or are anticipated to be significantly less than Budget estimates, and/or, where expenditures are, or are anticipated to be significantly greater than Budget estimates, the Finance Director shall include recommendations for possible adjustments or actions.
6. In accordance with state law, the City Manager is authorized to transfer budgeted amounts within any fund; however, any revisions that alter the total expenditure authority (appropriation) of a fund, that increase the total number of authorized employee positions, or that increase any salary range within the pay classification system in the budget by more than 5% must be approved by the City Council.
7. City checks for the payment of claims may be issued prior to the City Council's review and approval of such claims, provided that the City Manager and/or Finance Director have put in place the provisions of RCW 42.24.180 which include the following:
 - a. The Auditing Officer and individuals designated to sign checks shall have in place an official bond for the faithful discharge of his or her duties in an amount equal to or exceeding \$50,000;
 - b. The City Council shall adopt contracting, hiring, purchasing and disbursing policies that implement effective internal controls;

- c. The City Council shall provide for its review of the documentation supporting claims paid and for City Council approval of all checks issued for payment of claims at a Council meeting within one month of issuance of the checks; and
- d. The City Council shall require that if, upon its review, it disapproves some claims, the Finance Director and individuals designated to sign checks shall jointly establish the disapproved claims as receivables of the City and pursue collection diligently until the amounts disapproved are collected or until the City Council is satisfied and approves the claims.

F. Revenue Policies

1. To minimize the impact of cyclical economic downturns on General Fund revenues and services, the City will attempt to diversify its economic base.
2. Where the City has authority to establish and change fees and charges, all such fees and charges (except for the Storm Water Management fee) shall be adjusted annually for inflation, based on the change in the Implicit Price Deflator (IPD) for State and Local Government Consumption Expenditures and Gross Investment for Seattle-Tacoma-Bremerton Consumer Price Index - All Urban Consumers for all items for the twelve month period ending June 30, or other applicable index or measure. The Storm Water Management fee shall be adjusted annually for inflation based on the change in the Engineering News Record Construction Cost Index (CCI) for Seattle. This index shall be measured by the percent change between the most recent June index as compared to the prior June index.
- 4.3. The City will establish cost recovery policies for fee supported services which consider the relative public/private benefits received from the services being provided and/or the desirability of providing access to services for specialized populations. These policies will determine the percentage of full service costs to be recovered through fees. The level of cost recovery may be adjusted to ensure that rates are current, equitable, and competitive and cover that percentage of the total cost deemed appropriate. Staff shall submit periodic financial reports to the Council on the progress in meeting the policies.
- 5.4. Grant revenue will be included in the City's Financial Forecasts and Budgets when it is probable the City will receive the grant award.
- 6.5. Property taxes levied for general government operations will be at least 1% more than levied in the prior year plus the amount received as a result of new construction. Effective with the 2012 Property Tax Levy, 90% of the Property Taxes will be allocated to the General Fund and 10% will be allocated to the Capital Projects Reserve Fund.

G. Capital Improvement Program Policies

1. The City will plan for capital improvements over a multi-year period. The Capital Improvement Program will directly relate to the City's long-range plans and policies. When capital improvements are being planned, maintenance & operating costs will be estimated and identified within the City's Financial Forecasts. When the capital projects are complete, monies will be included in the City's Operating Budget to provide for maintenance and operating costs.
2. To plan for replacement of the City's physical assets, the City shall maintain a current inventory of all of the City assets, their condition, and estimated replacement costs. The City shall maintain an Equipment Replacement Reserve Fund consisting of cash reserves set aside each year to provide for the timely and orderly replacement of assets. The Equipment Replacement Reserve Fund shall be included in the update of the City's Financial Forecasts.
3. The City will maintain an "Art in Public Places Fund" for the purpose of providing funds for art in capital improvement projects funded wholly or in part by the City of Burien for construction or remodeling of government owned public buildings, transit centers and parks.
4. A capital project is defined as a project of a nonrecurring nature with a cost of \$25,000 or more and estimated service life of at least 10 years including major renovations of existing facilities. Routine maintenance of existing facilities, however, should not be included in capital requests.
5. The Adopted Capital Facilities Element of the Burien Comprehensive Plan provides guidance regarding the development of the City's Capital Improvement Program.
6. For each Fund included in the Capital Improvement Program (Parks and General Government, ~~Town Square~~, Transportation, and Surface Water Management), funding sources will be identified so that it will be clear what local funds, grant funds, and other revenue sources are supporting each program.
7. The City will use Community Development Block Grant capital funds for eligible capital projects that are included in the City's adopted Capital Improvement Program. The funds will only be spent on eligible projects that benefit low and moderate income individuals as defined in the Community Development Block Grant regulations.

H. Debt Policies

1. When evaluating the use of councilmanic debt and the associated debt service obligations, a financial feasibility analysis will be performed including the City's ability to make debt service payments, taking into account revenue fluctuations associated with periodic economic cycles.
2. Voted and councilmanic debt will be used prudently in a manner to avoid any adverse impact on the City's credit rating.
3. The City will establish appropriate procedures to assure compliance with its bond covenants and all other applicable federal, state, and local laws, policies or regulations.
4. Debt may be used on a limited basis for specific short-term cash flow needs. Debt will not be used to fund long-term revenue shortages. For major capital projects with long-term useful lives (normally 20 years or more) and where costs exceed short-term cash flows, debt may be used provided there is sufficient discretionary revenue within the Financial Forecasts Plan to service the debt without disrupting the City's existing service delivery programs.

I. Investment Policies

1. The City will follow state law and the following criteria in priority order when investing City monies:
 - a. Preserve capital through prudent financial investments;
 - b. Maintain sufficient liquidity so that monies are available when needed; and
 - c. Achieve the best available rate of return.
2. The City will provide the appropriate accounting and reporting for any private donations or monies held in trust by the City.

J. Financial Management and Organizational Review Policies

1. The City Manager will periodically review the City's organizational structure to assure that it is responsive to current conditions; and to eliminate service duplication within the organization and with other local government jurisdictions. Periodic performance audits may be used to assess organizational costs and effectiveness. Periodic budget reviews shall be made to examine departmental and/or program line-item costs. The City Manager has the authority to revise the organizational structure to improve performance and address opportunities, within the adopted budget.

2. The City Manager will periodically evaluate the City's administrative and direct service delivery systems to determine whether a service should be provided by the City, by agreement with a qualified and competitively priced private or public contractor, or eliminated due to changes in community needs and expectations.
3. The City Council will adopt, through the biennial Budget, service levels, a work program, and performance standards that reflect City revenues, community expectations and legal requirements. The City is committed to examining how it provides services so that service levels and performance standards are met or exceeded at the least cost to the public.
4. The City's compensation structure (salaries and benefits) will be reviewed at least every three years. The City's compensation structure shall be competitive with that of comparable public sector employers in the relevant recruiting or market area; however, no adjustments shall be made if it is determined the City does not have the ability to pay. The criteria for reviewing employee salaries and benefits will also include internal comparability for similar jobs. If relevant private sector comparisons are available, they will be considered. Annual cost of living adjustments will be based on 90% of the change in the Seattle-Tacoma-Bremerton Urban Wage Earners and Clerical Workers Consumer Price Index for all items the twelve-month period ending June 30, or other applicable index or measure, rounded to the nearest one-tenth percent.
5. The City will, within available resources, maintain the productivity of staff through a supportive working environment, which includes appropriate equipment, supplies, materials, and professional staff development.
6. The City will evaluate its use of intergovernmental service contracts to prevent duplication of services and to assure an effective and efficient service delivery system to the community.
7. The City adopts biennial budgets at the start of every odd-numbered year. The biennial budget provides a two-year expenditure appropriation with side-by-side one-year budget displays. To avoid overspending the two-year appropriation too quickly, departments are held to single-year budgets and are generally not able to commit funds from the second year of the biennium before it begins. The City Manager may approve the carryover of unspent funds from the first year to the second year if it is determined that a program and/or project was not complete at the end of the year and funds are available.

K. Contract Approval Authority

The approval authority for execution of City contracts is as follows:

1. The City Manager will have authority to sign contracts up to \$25,000.

2. The City Manager will have authority to sign contracts over \$25,000 for equipment, goods, and services that are included in the Adopted Budget. The City Manager shall provide a report of such contracts signed as part of the quarterly financial report.
3. Contracts that exceed Adopted Budget spending authority must be placed on the Council agenda for discussion and approval.
4. Contracts over \$25,000 for initiatives not included in the Adopted Budget must be placed on the Council agenda for discussion and approval.
5. All capital projects in which there is a material change in scope must be placed on the Council agenda for discussion and approval.

**CITY OF BURIEN
AGENDA BILL**

Agenda Subject: Staff Presentation on the 2016 Property Tax Levy		Meeting Date: November 2, 2015																					
Department: Finance Department Contact: Kim Krause, Finance Director Telephone: (206) 439-3150	Attachments: 1. Resolution 369 2. Ordinance 626	Fund Source: General Fund Activity Cost: N/A Amount Budgeted: \$73,000 Revenue Unencumbered Budget Authority: N/A																					
<p>PURPOSE/REQUIRED ACTION: The purpose of this agenda item is to receive a staff presentation on Resolution No. 369 finding Substantial Need for increasing the Property Tax Levy up to 1% and Ordinance No. 626 setting the 2016 Property Tax Levy.</p> <p>BACKGROUND (Include prior Council action & discussion):</p> <p>As part of the budget process, Council establishes an annual property tax levy. By law, the annual amount of increase is limited to the lesser of 1% or the inflation metric required by state law (Implicit Price Deflator). This year inflation was 0.251% which results in a property tax levy increase of approximately \$18,000. A 1% property tax levy increase would result in approximately \$73,000. To choose the 1% level, a majority of the Council plus 1 must adopt a resolution establishing “substantial need”. As outlined in the attached resolution, labor cost increases grow at a faster pace than the City’s tax revenue and in particular, property tax revenue, due to the limits in State law.</p> <p>The table below shows the property tax levy options based on the 1% increase versus the inflationary increase. The 2015 levy rate was \$1.59051 per \$1,000 of assessed valuation.</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">Using the 1% Limit Assuming a finding of “Substantial Need”</th> <th style="padding: 5px;"></th> <th style="padding: 5px;">Using Implicit Price Deflator (0.251%)</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">\$7,289,414</td> <td style="padding: 5px;">Levy Basis for Calculation</td> <td style="padding: 5px;">\$7,289,414</td> </tr> <tr> <td style="padding: 5px;">1.01</td> <td style="padding: 5px;">x Limit Factor</td> <td style="padding: 5px;">1.00251</td> </tr> <tr> <td style="padding: 5px;">\$7,362,308</td> <td style="padding: 5px;">= Levy</td> <td style="padding: 5px;">\$7,307,710</td> </tr> <tr> <td style="padding: 5px;">\$63,138</td> <td style="padding: 5px;">+ New Construction Levy</td> <td style="padding: 5px;">\$63,138</td> </tr> <tr> <td style="padding: 5px;">\$7,425,446</td> <td style="padding: 5px;">Burien Limit Factor Levy</td> <td style="padding: 5px;">\$7,370,848</td> </tr> <tr> <td style="padding: 5px;">\$1.45685</td> <td style="padding: 5px;">Levy Rate based on Allowable Levy</td> <td style="padding: 5px;">\$1.44613</td> </tr> </tbody> </table> <p>Staff recommends that the City declare substantial need and adopt a 1% levy increase. The rounded up amount of the 2016 Property Tax Levy is \$7.6 million. The Assessor’s Office will not levy more than the City is eligible to receive.</p> <p>The Property Tax Levy must be adopted by November 30, 2015.</p> <p>OPTIONS (Including fiscal impacts):</p> <ul style="list-style-type: none"> Adopt Resolution No. 369 establishing “substantial need. Adopt Ordinance No. 626, setting the 2016 Property Tax Levy at 1% more than the 2015 levy. Do not adopt Resolution No. 369 establishing “substantial need”. Adopt Ordinance No. 626, setting the 2016 Property Tax Levy Rate at 100% plus inflation or IPD. The budget ordinance will be amended to reflect the reduction. 			Using the 1% Limit Assuming a finding of “Substantial Need”		Using Implicit Price Deflator (0.251%)	\$7,289,414	Levy Basis for Calculation	\$7,289,414	1.01	x Limit Factor	1.00251	\$7,362,308	= Levy	\$7,307,710	\$63,138	+ New Construction Levy	\$63,138	\$7,425,446	Burien Limit Factor Levy	\$7,370,848	\$1.45685	Levy Rate based on Allowable Levy	\$1.44613
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Administrative Recommendation: Staff presentation only. Place on the November 16 th agenda for discussion and action.																							
Suggested Motion: N/A																							
Submitted by: Kim Krause, Finance Director Administration _____ City Manager _____																							
Today’s Date: October 21, 2015	File Code: \\File\records\CC\Agenda Bill 2015\110215ad-3 Property Tax Levy.docx																						

CITY OF BURIEN, WASHINGTON

RESOLUTION NO. 369

A RESOLUTION OF THE CITY OF BURIEN, WASHINGTON, MAKING A DECLARATION OF SUBSTANTIAL NEED FOR PURPOSES OF THE SETTING THE LIMIT FACTOR FOR THE PROPERTY TAX LEVY FOR 2016

WHEREAS, RCW 84.55.010 provides that a taxing jurisdiction may levy taxes in an amount not more than the limit factor multiplied by the highest levy plus additional amounts resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state-assessed utility property, any annexations that have occurred and refunds made; and

WHEREAS, under RCW 84.55.005(2)(c), the limit factor for a taxing jurisdiction with a population of 10,000 or over is the lesser of 101 percent or 100 percent plus inflation; and

WHEREAS, under RCW 84.55.005(1) defines “inflation” as the percentage change in the implicit price deflator for personal consumption expenditures for the United States as published for the most recent 12-month period by the Bureau of Economic Analysis of the federal Department of Commerce in September of the year before the taxes are payable; and

WHEREAS, “inflation” the second quarter of 2015 is 0.251 percent, meaning the limit factor for the 2016 property tax levy is 100.251% plus the amount levied for new construction, improvements to property, newly constructed wind turbines, any increase in the value of state-assessed utility property, any annexations that have occurred and refunds made; and

WHEREAS, RCW 84.55.010 provides for use of a limit factor of 101 percent with a finding of substantial need by a Council majority plus one council member; and

WHEREAS, the largest component of the City’s budget is labor including the contract for police with the King County Sheriff’s office; and

WHEREAS, the contract with the King County Sheriff’s Office for 2016 is 4.3% or \$466,000 more than 2015; and

WHEREAS, using a 1% limit factor is approximately \$73,000 in additional revenue while the inflationary limit factor of 0.251% is approximately \$18,000; and

WHEREAS, property tax is the second largest revenue source in the General Fund and comprises 29% of General Fund revenue; and

WHEREAS, the City’s financial policies establish that the property tax levy will be at least

1% more than levied in the prior year plus the amount received as a result of new construction; and

WHEREAS, a 1% limit factor is necessary to partially fund increased labor costs; and

WHEREAS, the Burien City Council has determined that, due to necessary operational expenses, there is a substantial need authorizing the use of a limit factor of 101 percent for the property tax levy for 2016;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. A finding of substantial need is made under RCW 84.55.010, which authorizes the use of a limit factor of 101 percent for the property tax levy for 2016.

Section 2. Effective Date. This resolution shall take effect immediately upon approval.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT A REGULAR MEETING THEREOF THIS __th DAY OF NOVEMBER, 2015.

CITY OF BURIEN

Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

Monica Lusk, City Clerk

Approved as to form:

Soojin Kim, City Attorney

Filed with the City Clerk: November __, 2015
Passed by the City Council: November __, 2015
Resolution No. 369

CITY OF BURIEN, WASHINGTON

ORDINANCE NO. 626

A ORDINANCE OF THE CITY OF BURIEN, WASHINGTON, LEVYING THE GENERAL TAXES FOR THE CITY OF BURIEN IN KING COUNTY FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2016, ON ALL PROPERTY BOTH REAL AND PERSONAL, IN SAID CITY WHICH IS SUBJECT TO TAXATION FOR THE PURPOSE OF PAYING SUFFICIENT REVENUE TO CARRY ON THE SEVERAL DEPARTMENTS OF SAID CITY FOR THE ENSUING YEAR AS REQUIRED BY LAW.

WHEREAS, the City Council of the City of Burien has met and considered its budget for the 2015 and 2016 calendar years; and,

WHEREAS, the City Council held a final public hearing on November 2, 2015, to consider revenue sources and expenditures for the second year of its 2015-2016 biennial budget; and,

WHEREAS, the City of Burien's actual levy amount from the previous year was \$7,302,093; and,

WHEREAS, the population of the City of Burien is more than 10,000; and,

WHEREAS, the City Council adopted Resolution No. 369, establishing "substantial need" pursuant to RCW 84.55.010.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. 2016 Levy Rate. There shall be and hereby is levied on all real, personal, and utility property in the City of Burien, in King County, current taxes for the year commencing January 2016, in the amount specified below:

Regular Tax Levy of \$7,600,000

The dollar amount of the increase over the actual levy amount from the previous year shall be \$60,215 which is a percentage increase of 0.82% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

The said taxes herein provided for are levied for the purpose of payment upon the general bonded indebtedness of the City of Burien, for the construction of capital facilities and for the

maintenance of the departments of the municipal government of the City of Burien for the fiscal year beginning January 1, 2016.

Section 2. Notice to King County. This ordinance shall be certified to the proper County officials, as provided by law, and taxes herein levied shall be collected to pay to the Finance Director of the City of Burien at the time and in the manner provided by the laws of the State of Washington for the collection of taxes for noncharter code cities.

Section 3. Effective Date. This ordinance shall be in full force five days after publication of this ordinance or a summary thereof in the official newspaper of the City, as provided by law.

Section 4. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE __TH DAY OF NOVEMBER, 2015, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS __TH DAY OF NOVEMBER, 2015.

CITY OF BURIEN

Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

Monica Lusk, City Clerk

Approved as to form:

Soojin Kim, City Attorney

Filed with the City Clerk: November __, 2015
Passed by the City Council: November __, 2015
Ordinance No. 626
Date of Publication: November __, 2015

**CITY OF BURIEN
AGENDA BILL**

Agenda Subject: Staff Presentation on Ordinance No. 627, Increasing the City's Surface Water Management Service Charges and Amending Chapter 13.10 of the Burien Municipal Code			Meeting Date: November 2, 2015																																									
Department: Finance Department	Attachments: <u>Ordinance No. 627</u>		Fund Source: Surface Water Management Activity Cost: N/A Amount Budgeted: 65,000 Revenue Unencumbered Budget Authority: N/A																																									
Contact: Kim Krause, Finance Director																																												
Telephone: (206) 439-3150																																												
<p>PURPOSE/REQUIRED ACTION: The purpose of this agenda item is to receive a staff presentation on Ordinance No. 627 increasing the surface water management fees and amending Chapter 13.10 of the Burien Municipal Code.</p> <p>BACKGROUND (Include prior Council action & discussion): In November 2007, Council adopted policy that increases the Surface Water Management Service Charges annually commensurate with the increase in the first six months average of the current year's Seattle-Tacoma-Bremerton Consumer Price Index (CPI) for All Urban Consumers. Staff has evaluated this inflationary factor and recommend changing the factor to the Engineering News Record Construction Cost Index for Seattle as it more closely represents the type of work the SWM fee is used for. Staff also recommends measuring the percent change from the most recent June index to the prior June index to be consistent with how the City uses indices for other cost adjustments. The percent change in the June 2015 Construction Cost Index versus the June 2014 index is 2.31% and is used to calculate the rates below.</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 10%;">Rate Class</th> <th style="width: 20%;">Description</th> <th style="width: 20%;">% Impervious Surface</th> <th style="width: 20%;">2015 Fee</th> <th style="width: 20%;">2016 Fee</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Residential</td> <td>N/A</td> <td>\$153.45 per residential lot</td> <td>\$156.99 per residential lot</td> </tr> <tr> <td>2</td> <td>Very light</td> <td>≤ 10%</td> <td>\$153.45 per parcel</td> <td>\$156.99 per parcel</td> </tr> <tr> <td>3</td> <td>Light</td> <td>10.1 – 20%</td> <td>\$383.48 per acre</td> <td>\$392.34 per acre</td> </tr> <tr> <td>4</td> <td>Moderate</td> <td>20.1- 45%</td> <td>\$826.48 per acre</td> <td>\$845.57 per acre</td> </tr> <tr> <td>5</td> <td>Moderately Heavy</td> <td>45.1 – 65%</td> <td>\$1,390.24 per acre</td> <td>\$1,422.35 per acre</td> </tr> <tr> <td>6</td> <td>Heavy</td> <td>65.1 – 85%</td> <td>\$1,885.26 per acre</td> <td>\$1,928.81 per acre</td> </tr> <tr> <td>7</td> <td>Very Heavy</td> <td>85.1 – 100%</td> <td>\$2,402.25 per acre</td> <td>\$2,457.74 per acre</td> </tr> </tbody> </table> <p>The discount rates will also be increased by 2.31%.</p> <p>The City must take formal action and notify King County of 2016 SWM fee changes no later than December 1, 2015.</p> <p>OPTIONS (Including fiscal impacts):</p> <ul style="list-style-type: none"> Approve Ordinance No. 627, increasing the surface water management fees and discount rates by 2.31 percent and amending Chapter 13.10 of the Burien Municipal Code. Do not approve Ordinance No. 627, in which case the surface water management fees will remain at the 2015 level. The 2015-16 Mid-Biennial Budget and associated capital projects will be adjusted to reflect the reduction in this revenue source. 					Rate Class	Description	% Impervious Surface	2015 Fee	2016 Fee	1	Residential	N/A	\$153.45 per residential lot	\$156.99 per residential lot	2	Very light	≤ 10%	\$153.45 per parcel	\$156.99 per parcel	3	Light	10.1 – 20%	\$383.48 per acre	\$392.34 per acre	4	Moderate	20.1- 45%	\$826.48 per acre	\$845.57 per acre	5	Moderately Heavy	45.1 – 65%	\$1,390.24 per acre	\$1,422.35 per acre	6	Heavy	65.1 – 85%	\$1,885.26 per acre	\$1,928.81 per acre	7	Very Heavy	85.1 – 100%	\$2,402.25 per acre	\$2,457.74 per acre
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Administrative Recommendation: Staff presentation only. Place on the November 16 th agenda for discussion and action.																																												
Suggested Motion: N/A																																												
Submitted by: Kim Krause, Finance Director																																												
Administration _____			City Manager _____																																									
Today's Date: October 22, 2015			File Code: \\File\records\CC\Agenda Bill 2014\110314ad-5 SWM Rates Adoption.docx																																									

CITY OF BURIEN, WASHINGTON

ORDINANCE NO. 627

AN ORDINANCE OF THE CITY OF BURIEN, WASHINGTON, INCREASING SURFACE WATER MANAGEMENT SERVICE CHARGES AND AMENDING CHAPTER 13.10 OF THE BURIEN MUNICIPAL CODE

WHEREAS, in November, 2007, City Council adopted policy that increases the Surface Water Management Service Charges annually commensurate with the increase in the Seattle-Tacoma-Bremerton Consumer Price Index (CPI) for Urban Consumers; and

WHEREAS, staff has evaluated this index and recommends that the factor be changed to the Engineering News Record Construction Cost Index for Seattle as this factor more closely represents the type of work the SWM fee is collected for; and

WHEREAS, staff recommends measuring the percent change from the most recent June index to the prior June index to be consistent with how the City uses indices for other cost adjustments; and

WHEREAS, the percent change in the Construction Cost Index for June 2015 is 2.31%; and

WHEREAS, the rates below have been amended to account for the 2015 CCI of 2.31%;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Section 13.10.350 of the Burien Municipal Code, Rate structure, is hereby amended to read as follows:

13.10.350 Rate structure.

(1) The service charges shall be based on the relative contribution of increased surface and surface water runoff from a given parcel to the surface and surface water management system. The percentage of impervious surfaces on the parcel, the total parcel acreage and any mitigating factors as provided in this chapter will be used to indicate the relative contribution of increased surface and surface water runoff from the parcel to the surface and surface water management system. The relative contribution of increased surface and surface water runoff from each parcel will determine that parcel's share of the service charge revenue needs. The service charge revenue needs of the program are based upon all or any part, as determined by the council, of the cost of surface and surface water management services or to pay or secure the payment of all or any portion of any issue of general obligation or revenue bonds issued for that purpose.

(2) The department shall determine the service charge for each parcel within the service area by the following methodology:

(a) Residential and very lightly developed nonresidential parcels shall receive a flat rate service charge for the reasons set forth in this chapter.

(b) Light to very heavily developed parcels shall be classified into the appropriate rate category by their percentage of impervious surface coverage. Land use codes or data collected from parcel investigations, or both, will be used to determine each parcel's percentage of impervious surface coverage.

After a parcel has been assigned to the appropriate rate category, the service charge for the parcel will be calculated by multiplying the total acreage of the parcel times the rate for that category.

(3) There are hereby imposed upon all developed properties in the service area annual service charges as follows:

Surface Water Management Service Charges

Class	Impervious Surface %	Rate
Residential	N/A	\$153.45 <u>\$156.99</u> /parcel/year
Very Light	0 to 10%	\$153.45 <u>\$156.99</u> /parcel/year
Light	greater than 10% to 20%	\$383.48 <u>\$392.34</u> /acre/year
Moderate	greater than 20% to 45%	\$826.48 <u>\$845.57</u> /acre/year
Moderately Heavy	greater than 45% to 65%	\$1,390.24 <u>\$1,422.35</u> /acre/year
Heavy	greater than 65% to 85%	\$1,885.26 <u>\$1,928.81</u> /acre/year
Very Heavy	greater than 85% to 100%	\$2,402.25 <u>\$2,457.74</u> /acre/year
City Roads	N/A	Exempt
State Highways	N/A	Exempt

The minimum service charge in any class shall be ~~\$153.45~~\$155.92 per parcel per year. Mobile home parks' maximum annual service charges in any class shall be ~~\$153.45~~\$155.92 times the number of mobile home spaces.

(4) The city council will review the surface water management service charges annually to ensure the long-term fiscal viability of the program and to guarantee that debt covenants are met. The program will use equitable and efficient methods to determine service charges. [Ord. 489 § 2, 2008]

Section 2. Section 13.10.360 of the Burien Municipal Code, Rate adjustments and appeals, is hereby amended to read as follows:

13.10.360 Rate adjustments and appeals.

(1) Any person billed for service charges may file a request for rate adjustment with the department within three years of the date from which the bill was sent. However, filing of such a request does not extend the period for payment of the charge.

(2) Requests for rate adjustment may be granted or approved by the director only when one of the following conditions exists:

(a) The parcel is owned and is the personal residence of a person or persons determined by the county assessor as qualified for a low income senior citizen property tax exemption authorized under RCW [84.36.381](#). Parcels qualifying under this subsection (2)(a) shall be exempt from all charges imposed in this chapter;

(b) The acreage of the parcel charged is in error;

(c) The parcel is nonresidential and the actual impervious surface coverage of the parcel charged places it in a different rate category than the rate category assigned by the department;

(d) The parcel is nonresidential and the parcel meets the definition of open space in this chapter. Parcels qualifying under this subsection (2)(d) will be charged only for the area of impervious surface and at the rate which the parcel is classified under using the total parcel acreage;

(e) The parcel is served by one or more flow control or water quality treatment facilities required under this chapter, or can be demonstrated by the property owner to provide flow control or water quality treatment of surface and storm water to the standards in this chapter, and any such facility is maintained at the expense of the parcel owner to the standards required by the department. Nonresidential parcels except in the light category qualifying under this subsection shall be charged at the rate of one lower rate category than as classified by its percentage of impervious surface coverage. Nonresidential parcels in the light rate category qualifying under this subsection shall be charged at the rate of ~~\$153.45~~\$155.92 per parcel per year. Residential parcels and parcels in the very light category qualifying under this subsection shall be charged ~~\$76.73~~\$77.96 per parcel per year; or

(f) The service charge bill was otherwise not calculated in accordance with this chapter.

(3) The property owner shall have the burden of proving that the rate adjustment sought should be granted.

(4) At the director's discretion, before a rate adjustment will be granted, the property owner may be required to grant permission for city staff to inspect the property to determine if the applicable requirements in subsection (2) of this section have been met. If the property owner refuses to grant access for an inspection, the director may not grant the rate adjustment.

(5) Decisions on requests for rate adjustments shall be made by the director based on information submitted by the applicant and the results of the inspection, if applicable. The applicant shall be notified in writing of the director's decision. If an adjustment is granted which reduces the charge for the current year or two prior years, the applicant shall be refunded the amount overpaid in the current and two prior years.

(6) If the director finds that a service charge bill has been undercharged, then either an amended bill shall be issued which reflects the increase in the service charge or the undercharged amount will be added to the next year's bill. This amended bill shall be due and payable under this chapter. The director may include in the bill the amount undercharged for two previous billing years in addition to the current bill.

(7) Decisions of the director on requests for rate adjustments shall be final unless, within 20 days of the date the decision was mailed, the applicant submits in writing to the director a notice of appeal setting forth a brief statement of the grounds for appeal and requesting a hearing before the hearing examiner. The examiner's decision shall be a final decision pursuant to Chapter [2.15](#) BMC. [Ord. 489 § 2, 2008]

Section 3. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 4. Effective Date. This Ordinance shall take effect January 1, 2016.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT
A REGULAR MEETING THEREOF THIS 17TH DAY OF NOVEMBER, 2014, AND SIGNED IN
AUTHENTICATION OF ITS PASSAGE THIS __TH DAY OF NOVEMBER, 2015.

CITY OF BURIEN

Lucy Krakowiak, Mayor

ATTEST/AUTHENTICATED:

Monica Lusk, City Clerk

Approved as to form:

Soojin Kim, City Attorney

Filed with the City Clerk: November __, 2015
Passed by the City Council: November __, 2015
Ordinance No. 627
Date of Publication: November __, 2015

**CITY OF BURIEN
AGENDA BILL**

Agenda Subject: Staff Presentation on the 2015 Comprehensive Plan Amendments and Re-Zone Requests.		Meeting Date: November 2, 2015	
Department: Community Development	Attachments: 1) Planning Commission Recommendation Memo regarding text amendments with attachments 2) Planning Commission Recommendation Memo regarding rezone requests with attachments 3) Planning Commission Meeting Minutes		Fund Source: N/A Activity Cost: N/A Amount Budgeted: N/A
Contact: David Johanson, AICP, Senior Planner			
Telephone: (206) 248-5501			
Adopted Work Plan Priority: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> .	Work Plan Item Description: Processing and adoption of annual comprehensive plan amendments and private re-zone requests.		
<p>PURPOSE/REQUIRED ACTION: The purpose of this agenda item is to provide an introduction to the proposed 2015 Comprehensive Plan amendments and re-zone requests.</p> <p>BACKGROUND (Include prior Council action & discussion): On April 20, 2015 the City Council passed resolution No. 363 establishing the 2015-2016 Comprehensive Plan Amendment Docket and Work Program.</p> <p>An introduction to the Planning Commission regarding the proposed Comprehensive Plan amendments and rezone requests occurred on September 23, 2015. Public hearings on all of the proposed amendments were conducted on October 14, 2014, followed by the Planning Commission making a recommendation to the City Council on October 28, 2015. The staff memo to the Planning Commission outlining the proposed text amendments and rezone requests is attached (see Attachments 1 & 2). The first memo provides explanations for each of the proposed comprehensive plan text amendments. The second memo provides supporting information for the two rezones requests. Rezone recommendation reports can be found as attachments to the staff memo (see Attachment 2). To provide the City Council with more background and summaries of the public hearings, meeting minutes have also attached (see Attachment 3).</p> <p>An ordinance (Ord. 630) based on the Planning Commission recommendation will be prepared for Council discussion and possible action on November 16, 2015.</p> <p>FUTURE ACTIONS November 16, 2015 - Discussion and possible action on Ordinance No. 630. December 7, 2015 - If needed, action may occur on Ordinance No. 630.</p> <p>OPTIONS (Including fiscal impacts): N/A</p>			
Administrative Recommendation: Staff presentation on proposed comprehensive plan amendments and rezone requests. Place Ordinance No. 630 on November 16, 2015 agenda for discussion and action.			
Advisory Board Recommendation: The Planning Commission recommended approval of the text amendments and the MS Property Management rezone request and denial of the Friel rezone request.			
Suggested Motion: None required.			
Submitted by: David Johanson, AICP, Senior Planner			
Administration _____		City Manager _____	
Today's Date: October 28, 2015		File Code: R:\CC\Agenda Bill 2015\110215cd-1 CompPlanAmend 2015.docx	

DATE: October 21, 2015

TO: Burien Planning Commission

FROM: David Johanson, AICP
Senior Planner

SUBJECT: Recommendation to City Council regarding Comprehensive Plan Miscellaneous Amendments

now generally mirror the underlying comprehensive plan and zoning land use designations. Please see Attachments 2 and 3.

3. Amend Figure 2-EV1 – Sensitive/Critical Areas Map.

Amend the map to include the map adopted along with updates the BMC 19.40, critical areas as adopted by Ordinance No. 623 in June of 2015. The primary changes include the addition of the wetland in Seahurst Park and updated stream buffers. Please see Attachment 4.

4. Amend Map LU-1 correcting a land use designations.

In 2013 land use designations on the comprehensive plan land use map (Map LU-1) were revised along with zoning designations in the annexation area. These map amendments were completed in concert with revisions to the land use element policies establishing designation criteria. As a part of that process a new land use designation was created. The new designation (Moderate Density Multi-Family Neighborhood) was created to establish land use designation criteria aligning with the RM-24 zone while the High Density Multi-Family Neighborhood designation was amended to set forth land use designation criteria for the RM-48 zone. The zoning maps adopted at that time accurately reflected the desired land use intensities in many areas within the City however the comprehensive plan Map LU-1 did not capture the intended changes. Specifically the new Moderate Density Multi-Family Residential Neighborhood designation was inadvertently omitted from the comprehensive plan land use map, Map LU-1.

The proposed map amendment will accurately apply the intended land use categories in the correct locations for both the Moderate Density Multi-Family Residential Neighborhood and the High Density Multi-Family Residential Neighborhood on Map LU-1. The changes will align the zoning and comprehensive plan maps. Please see Attachment 5.

5. Include a Regional Planning coordination paragraph (docket item No. 10).

The Puget Sound Regional Council staff provided a comment following the completion of Burien's required comprehensive plan update effort that concluded in 2014. In that letter PSRC staff requested that Burien's plan include a statement how Burien's plan addresses regional policies and provisions of VISION 2040. The complete comment is as follows:

VISION 2040 calls for local plans to include a context statement that describes how the plan addresses regional policies and provisions adopted in VISION 2040. Examples of context statements are provided in PSRC's Plan Review Manual, page 2-1. Staff is also available to point to examples adopted in local comprehensive plans.

To satisfy this request the following language is proposed to be included in the comprehensive plan in the Section 2.1, Introduction. Please see the amended text in Attachment 6.

6. Address Climate Change (docket item No. 10).

In a comprehensive plan amendment review comment letter the Puget Sound Regional Council (PSRC) staff requested that Burien include policy language regarding climate change into our comprehensive plan. This desire was also echoed by the City Council during previous docketing processes. The PSRC comment is as follows:

The multicounty planning policies in VISION 2040 and the strategies in Transportation 2040 call for reducing greenhouse gas emissions and adapting to impacts related to climate change. The plan could be strengthened by addressing MPPs related to climate change, such as adding

provisions for developing and implementing transportation modes and technologies that are energy-efficient and improve system performance (MPP-T-6).

In February of 2015 the City Council passed Resolution No. 362 with authorizing the City Manager to sign an inter-local agreement to join the King County-Cities Climate Collaboration or K4C. K4C is an entity comprised of the King County and the participating King County cities (13 as of September 2015) for the purpose of working together to respond to climate change and to reduce global and local sources of climate pollution. K4C would focus efforts on sharing information and educating the public and government agencies on the issue of climate change, collaborating on adopting consistent planning standards and strategies related to climate change, and securing funding and resources opportunities to support climate change related projects and programs. Attached is a Joint Letter of Commitment containing principles of collaboration and a list of joint County-City Climate Commitments (see attachment 7).

The plan currently contains numerous related climate change policy language. See attachment 8 for a compilation of policy related language.

The following policy language options are recommended for inclusion in Burien's Comprehensive Plan. Staff is recommending both policies be added to the Plan

- Pol. SU 6.1** Burien should take actions to both mitigate and adapt to climate change. Actions may include maximizing energy efficiency by increasing use of renewable energy resources, supporting green building initiatives, reduce greenhouse gas emissions of city vehicles, reduce motor vehicle miles traveled by improving convenience and safety of nonpolluting transportation modes such as bicycling and walking, protect and enhance the natural landscape and vegetation, and support recycling and waste reduction.

AND

- Pol. SU 6.2** Continue to partner with regional agencies such as the King County Cities Climate Collaboration, to monitor and take actions to reduce impacts of climate change.

ACTION

Following its discussion on the two Comprehensive Plan map amendment and rezone requests the Planning Commission should make its recommendation to the City Council the options for a recommendation are:

- 1) Recommend the City Council approve the proposed amendments; or
- 2) Make modifications to the recommended amendments.

If the Commission wants to discuss the proposed amendments, staff recommends the Commission make a motion for each of the proposed amendment recommendations, discuss each amendment and then make a recommendation to the City Council.

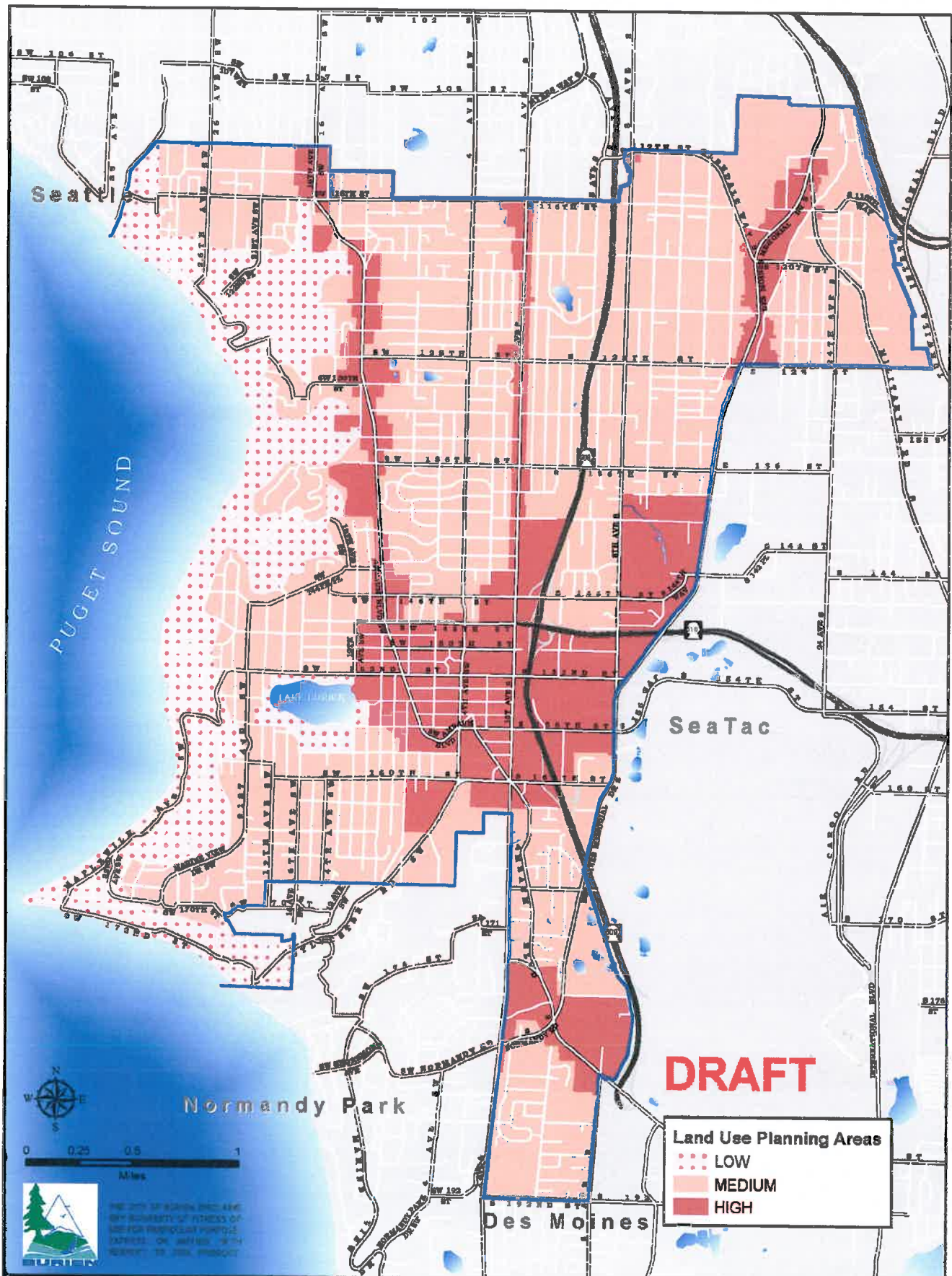
Suggested motion is as follows:

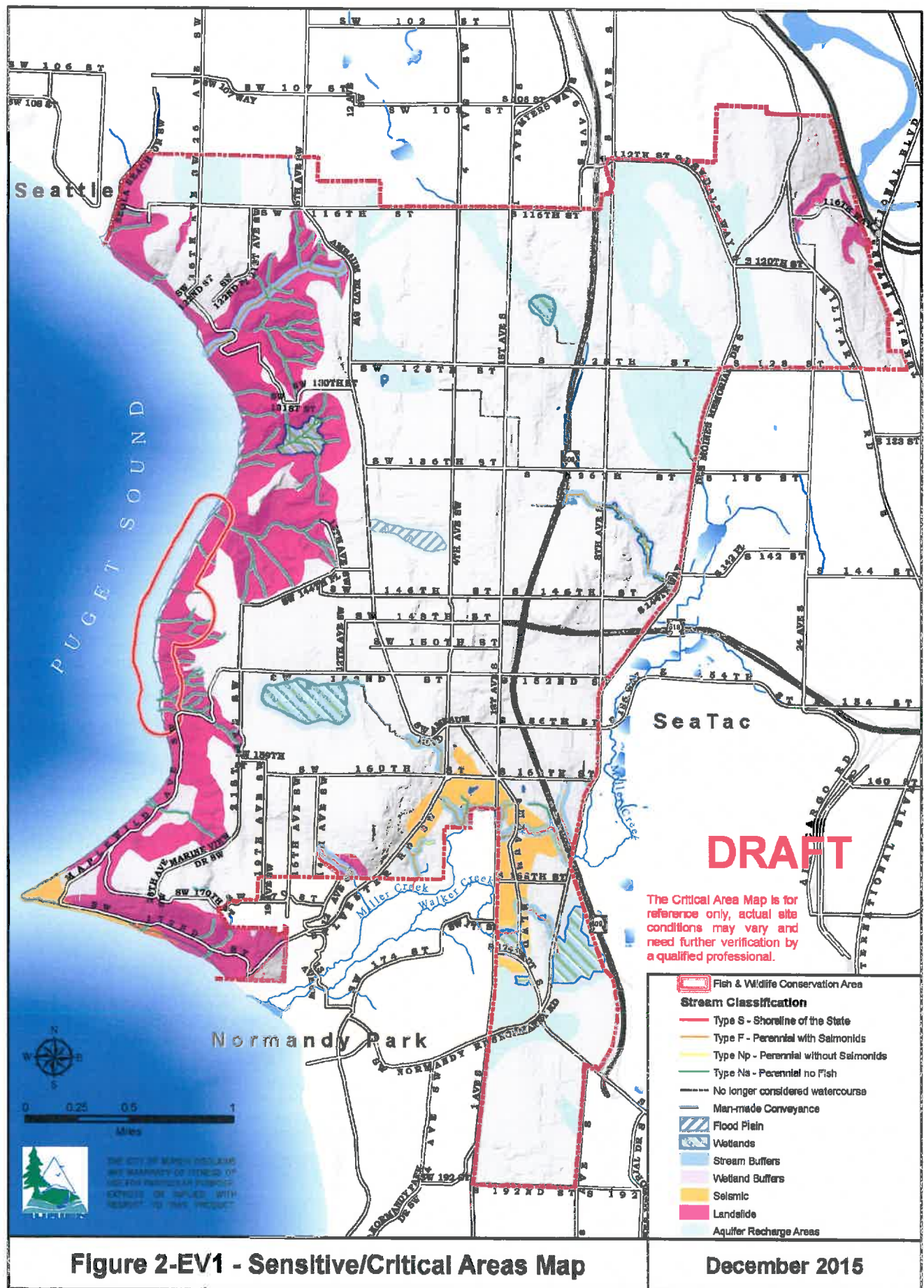
I move the Planning Commission recommend to the City Council approval of the Comprehensive Plan amendments as set forth in the October 21st staff memo and associated attachments.

If you have any questions before the meeting, please contact David Johanson at (206) 248-5522 or by e-mail at davidj@burienwa.gov.

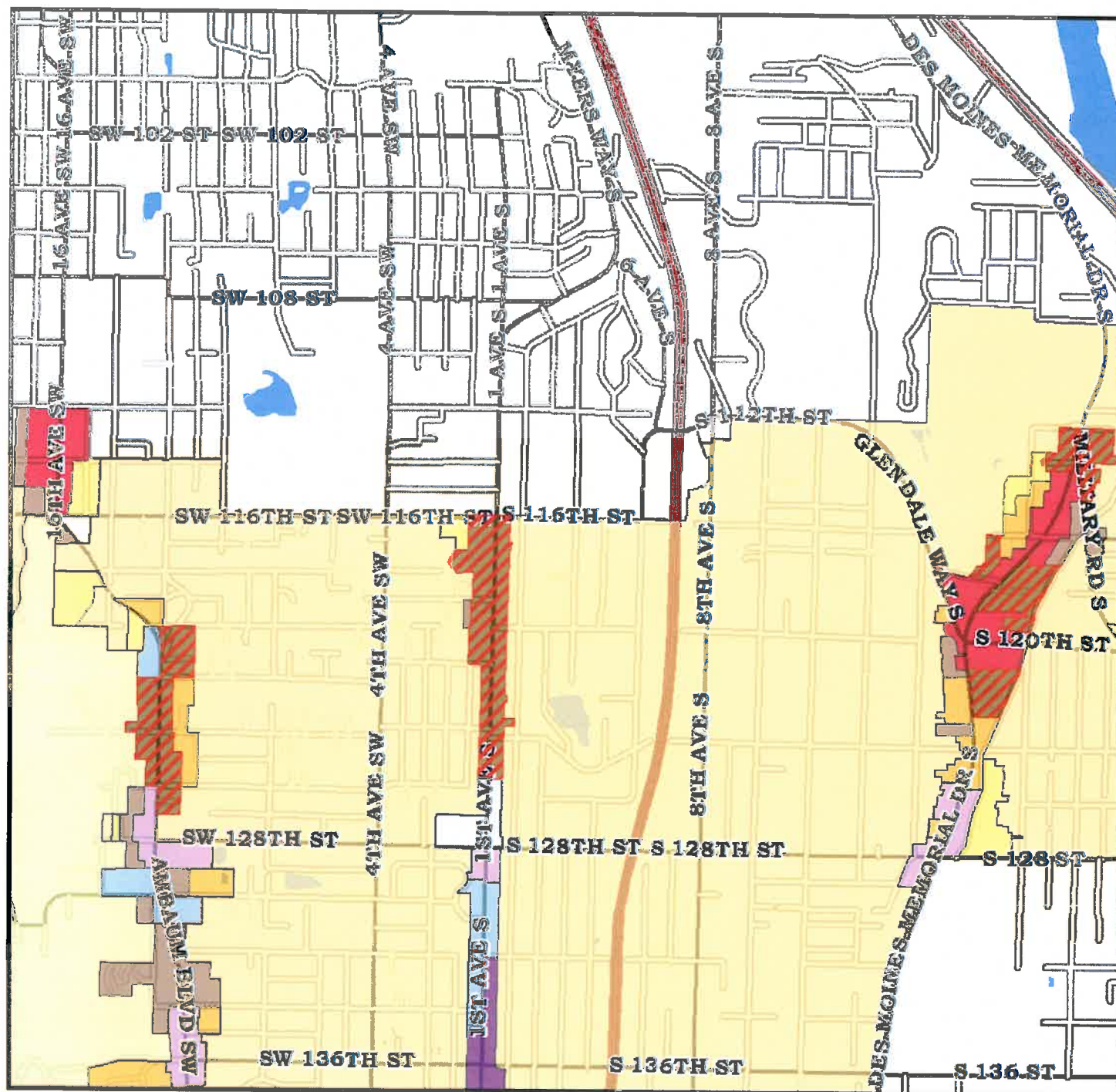
Attachments:

- 1) Figure TR 2.5, Primary Truck Routes
- 2) Map 2 LU-2, Planned Land Use Intensity (update in progress)
- 3) Figure 2-PRO1, Parks Recreation and Open Space
- 4) Figure 2-EV1, Sensitive/Critical Areas Map
- 5) Map LU-1, Comprehensive Plan Land Use Designation Map
- 6) Comprehensive Plan Section 2.1, Introduction
- 7) King County Cities Climate Collaboration, Joint Letter of Commitment
- 8) Climate Change Related Comprehensive Plan Goals, Policies and Objectives





North Burien Map Corrections
Areas highlighted to be designated
High Density Multi-Family Neighborhood



THE CITY OF BURien DISCLAIMS
ANY WARRANTY OF FITNESS OR
USE FOR PARTICULAR PURPOSE,
EXPRESS OR IMPLIED, WITH
RESPECT TO THIS PRODUCT.



2.1 INTRODUCTION

The Burien Vision can only be achieved and sustained through the coordinated action of the entire community. The policies of the Burien Plan set forth in this chapter provide the long-term guidance necessary for such action. The comprehensive plan was developed to also align with the regional vision and addresses each of the policy areas in VISION 2040. It contains policies that address habitat protection, water conservation, air quality, and climate change.

Burien desires to advance environmentally friendly development techniques while also accommodating regionally established residential and employment targets out to 2035. With ever increasing pressure on transportation networks and the environment, a sustainable planning approach is used to accommodate anticipated growth. One of the primary goals of this plan is to achieve more compact urban development within the designated urban center and in identified commercial nodes in order to maintain our well established residential neighborhoods. One technique that is included in the plan is to direct compact mixed use development toward downtown and strategically located commercial nodes along existing transit corridors throughout the city. This approach promotes more efficient use of available land and provides opportunities for employment and housing growth available to a variety of income levels.

~~One of the~~ Another key objectives of the plan is to create a “sustainable community.” A sustainable community is a place where people want to settle and live. It is also a community where members have an environment that promotes public health and vitality of the community and where quality residential neighborhoods and commercial areas attract and retain long-term businesses and shoppers. In a sustainable community, the pattern and quality of development is more important than the amount of growth. In older, more developed communities like Burien, the framework and tradition for a compact and efficient community is well established - the plan builds on this asset.

Policies in this chapter seek to develop a sustainable community by:

- maintaining and enhancing the viability of our neighborhoods, including protecting our existing housing stock;
- enhancing the downtown area, including reusing existing structures, facilities, and infrastructure and modifying them according to our current needs and technology; and
- balancing community needs for capital facilities and services with the ability to finance them.

Collectively these policies emphasize a pattern of development that reinforces Burien’s small town character and supports the character of existing neighborhoods as seen in Figure 2-LU2. In our neighborhoods, development will be designed to retain the neighborhood’s character, as that character is defined by each neighborhood under its Neighborhood Plan. Potential residential densities may also be restricted in areas with environmental constraints (such as aquifer recharge areas, landslide hazard areas, seismic hazard areas, wetlands, stream buffers, shorelines and flood hazard areas) or inadequate infrastructure, including inadequate levels of service for public services (Figure 2-EV1).

Where appropriate, the City will encourage and support the use by individual property owners of alternatives to development. Such alternatives may include transfer of development rights (“TDR”) to the downtown and other appropriate areas, conservation easements, open space tracts, and other mechanisms designed to permanently eliminate development. In cases where individual neighborhoods have reduced the development capacity through the use of covenants, the City will support the conversion of those covenants to conservation easements or other suitable mechanisms. Each time a development right is exercised in this or a like manner the development potential of the area will be commensurately reduced. The City will implement administrative programs designed to educate and facilitate the use of these mechanisms and present these programs to the neighborhoods during the neighborhood planning process.

These policies promote new commercial development and residential development in the downtown area and encourage the type of development that will make downtown an attractive and vibrant place to work, shop, live and recreate. The plan envisions a downtown with the types of activities and uses that will enhance the distinctiveness and vitality of downtown while preserving its small town character. Special attention will be given to the scale and design of buildings to achieve this vision. An important part of these policies is promoting economic development in the downtown by encouraging mixed-use development. Pedestrian activity and transit access is also encouraged and emphasized in these areas.

The Comprehensive Plan goals and policies set forth in this chapter reflect the long-term objectives described during the community visioning process and Planning Commission meetings over the past several years. These policy statements along with the land use map will become the foundation for Burien’s specific guidelines for how to conduct business, make zoning decisions, create annual and long-term budgets, and prioritize city functions over the next twenty years.

The Plan’s policies contained in this chapter are organized according to Planning Element.

This element [land use] of the comprehensive plan contains land use designation criteria that are to be used to evaluate proposed changes to the land use designation map (Comprehensive Plan Map LU-1). The city recognizes the existing land use pattern as identified on the map. The land use designation criteria are to be applied in the consideration of future map amendments.

Joint Letter of Commitment: Climate Change Actions In King County

Climate change is a paramount challenge of this generation and has far-reaching and fundamental consequences for our economy, environment, public health, and safety.

Across King County and its cities, we are already experiencing the impacts of climate change: warming temperatures, acidifying marine waters, rising seas, decreasing mountain snowpack, and less water in streams during the summer.



These changes have the potential for significant impacts to public and private property, resource based economies like agriculture and forestry, and to residents' health and quality of life.

The decisions we make locally and regionally, such as where our communities will grow and how they will be served by transportation, will set the stage for success or failure in reducing carbon pollution, making sound long-term investments, and ensuring our communities are livable and resilient to climate change impacts.

Current science indicates that to avoid the worst impacts of global warming we need to reduce global greenhouse gas emissions sharply. The King County Growth Management Planning Council – a formal body of elected officials from across King County - voted unanimously on July 23, 2014 to adopt a shared target to reduce countywide sources of greenhouse gas (GHG) emissions, compared to a 2007 baseline, by 25% by 2020, 50% by 2030, and 80% by 2050.

Based on our shared assessment of emissions in King County, and review of potential strategies to reduce emissions, we believe that these targets are ambitious but achievable.

Building on the work of the King County-Cities Climate Collaboration (K4C) - a partnership between the County and cities to coordinate and enhance local government climate and sustainability efforts – more than a dozen cities and the County came together in the first half of 2014 to chart opportunities for joint actions to reduce GHG emissions and accelerate progress towards a clean and sustainable future.

The attached **Principles for Collaboration** and **Joint County-City Climate Commitments** are focused on practical, near-term, collaborative opportunities between cities and King County. These shared commitments build on the significant work that many of our cities and County are already taking. By signing this letter, we pledge our support for the shared vision that these principles and actions represent. Our cities commit to actively pursue those strategies and catalytic actions where our jurisdictions can make the most impact given our size, location, and development patterns.

Through focused, coordinated action, we will maximize the impact of our individual and shared efforts.





KING COUNTY-Cities

CLIMATE COLLABORATION

Elected Officials of King County and King County Cities

Dow Constantine
King County Executive

Larry Phillips
King County Council Chair

Bruce Bassett
Mayor, City of Mercer Island

Matthew Larson
Mayor, City of Snoqualmie

Shari E. Winstead
Mayor, City of Shoreline

Jim Haggerton
Mayor, City of Tukwila

Edward B. Murray
Mayor, City of Seattle

Denis Law
Mayor, City of Renton

Amy Walen
Mayor, City of Kirkland

John Marchione
Mayor, City of Redmond

Fred Butler
Mayor, City of Issaquah

Claudia Balducci,
Mayor, City of Bellevue

Tom Vance
Mayor, City of Sammamish



Principles for Collaboration

- 1 Climate change is the paramount challenge of our generation, and has fundamental and far-reaching consequences for our economy, environment, and public health and safety.
- 2 Strong action to reduce GHG emissions is needed, and the time is now.
- 3 Local governments can reduce greenhouse gas (GHG) emissions through many decisions related to transportation and land use, energy and green building, forests and farms, and consumption and materials management.
- 4 Many cities in King County have set individual climate goals and are taking steps to reduce local GHG emissions, and we need to build on this leadership.
- 5 Local solutions need to be implemented in ways that build a cleaner, stronger and more resilient regional economy.
- 6 Progress will require deeper engagement with communities of color and low income, immigrant, and youth populations. These communities can be more vulnerable to the impacts of climate change—from increasing flood risks to rising costs of fossil fuels – and historically less likely to be included in community-scale solutions or as leaders. We are committed to work in ways that are fair, equitable, empowering, and inclusive and that also ensure that low income residents do not bear unfair costs of solutions.
- 7 Federal and state policies and laws can help us achieve our goals, but countywide and local policy, programs and partnerships are needed to fill the existing gap to achieve local GHG targets.
- 8 Progress will require deep partnerships between the County, cities, utilities, businesses, nonprofit organizations, and other public sector agencies.
- 9 King County and nine cities have formed the King County-Cities Climate Collaboration (K4C), and we will work to build on this initial pledge, both in increased action and increased participation from additional cities.
- 10 We can accomplish more with a shared vision and coordinated action; collaboration will increase the efficiency of our efforts and magnify the impact of our strategies beyond what each of us could achieve on our own.
- 11 Our cities support the shared vision that the Joint County-City Climate Commitments represent, but it is not the intention that each city will pursue every catalytic action. Cities and King County will actively pursue strategies where they have the most impact and influence.
- 12 We will reconvene at least annually to share progress. We also dedicate a staff point person from our cities and from the County to help coordinate implementation of the following Joint County-City Climate Commitments, and to serve as a point person to the K4C.



Joint County-City Climate Commitments ●○○○



I. Shared Goals

Pathway: Adopt science-based countywide GHG reduction targets that help ensure the region is doing its part to confront climate change.

Catalytic Policy Commitment: Collaborate through the Growth Management Planning Council, Sound Cities Association, and other partners to adopt countywide GHG emissions reduction targets, including mid-term milestones needed to support long-term reduction goals.

Catalytic Project or Program: Build on King County's commitment to measure and report on countywide GHG emissions by sharing this data between cities and partners, establishing a public facing dashboard for tracking progress, and using the information to inform regional climate action.



II. Climate Policy

Pathway: Support strong federal, regional, state, countywide and local climate policy.

Catalytic Policy Commitment: Advocate for comprehensive federal, regional and state science-based limits and a market-based price on carbon pollution and other greenhouse gas (GHG) emissions. A portion of revenue from these policies should support local GHG reduction efforts that align with these Joint County-City Climate Commitments, such as funding for transit service, energy efficiency projects, and forest protection and restoration initiatives.



III. Transportation and Land Use

Pathway: For passenger vehicles and light trucks, reduce vehicle miles traveled by 20% below 2012 levels by 2030 and GHG emissions intensity of fuels by 15% below 2012 levels by 2030.

Catalytic Policy Commitment: Partner to secure state authority for funding to sustain and grow transit service in King County.

Catalytic Policy Commitment: Reduce climate pollution, build our renewable energy economy, and lessen our dependence on imported fossil fuels, by supporting the adoption of a statewide low carbon fuel standard that gradually lowers pollution from transportation fuels.

Catalytic Policy Commitment: Focus new development in vibrant centers that locate jobs, affordable housing, and services close to transit, bike and pedestrian options so more people have faster, convenient and low GHG emissions ways to travel.

Catalytic Project or Program: As practical, for King County and cities developing transit oriented communities around high capacity light rail and transit projects, adopt the Puget Sound Regional Council's Growing Transit Communities Compact. For smaller cities, participate in programs promoting proven alternative technology solutions such as vehicle electrification, as well as joint carpool and vanpool promotional campaigns.



Joint County-City Climate Commitments ○●○○



IV. Energy Supply

Pathway: Increase countywide renewable electricity use 20% beyond 2012 levels by 2030; phase out coal-fired electricity sources by 2025; limit construction of new natural gas based electricity power plants; support development of increasing amounts of renewable energy sources.

Catalytic Policy Commitment: Build on existing state renewable energy commitments including the Washington State Renewable Portfolio Standard (RPS) to partner with local utilities, state regulators and other stakeholders on a countywide commitment to renewable energy resources, including meeting energy demand through energy efficiency improvements and phasing out fossil fuels.

Catalytic Project or Program: In partnership with utilities, develop a package of county and city commitments that support increasingly renewable energy sources, in areas such as community solar, green power community challenges, streamlined local renewable energy installation permitting, district energy, and renewable energy incentives.



V. Green Building and Energy Efficiency

Pathway: Reduce energy use in all existing buildings 25% below 2012 levels by 2030; achieve net-zero GHG emissions in new buildings by 2030.

Catalytic Policy Commitment: Join the Regional Code Collaboration and work to adopt code pathways that build on the Washington State Energy Code, leading the way to “net-zero carbon” buildings through innovation in local codes, ordinances, and related partnerships.

Catalytic Project or Program: Develop a multi-city partnership to help build a regional energy efficiency retrofit economy, including tactics such as: collaborating with energy efficiency and green building businesses, partnering with utilities, expanding on existing retrofit programs, adopting local building energy benchmarking and disclosure ordinances, and encouraging voluntary reporting and collaborative initiatives such as the 2030 District framework.



Joint County-City Climate Commitments ○○○●○



VI. Consumption and Materials Management:

Pathway: By 2020, achieve a 70% recycling rate countywide; by 2030, achieve zero waste of resources that have economic value for reuse, resale and recycling.

Catalytic Policy Commitment: Partner through the Metropolitan Solid Waste Management Advisory Committee on policy, projects and programs focused on (1) waste prevention and reuse, (2) product stewardship, recycling, and composting, and (3) beneficial use.

Catalytic Project or Program: Develop a regional strategy through the Comprehensive Solid Waste Management Plan process to reach 70% recycling through a combination of education, incentives and regulatory tools aimed at single-family, multi-family residents, businesses, and construction projects in King County.



VII. Forests and Farming

Pathway: Reduce sprawl and associated transportation related GHG emissions and sequester biological carbon by focusing growth in urban centers and protecting and restoring forests and farms.

Catalytic Policy Commitment: Partner on Transfer of Development Rights (TDR) initiatives to focus development within the Urban Growth Area, reduce development pressure on rural lands, and protect our most valuable and important resource lands.

Catalytic Project or Program: Protect and restore the health of urban and community trees and forests, for example through public-private-community efforts such as Forterra's Green Cities Partnerships.

Catalytic Project or Program: Partner on collaborative efforts to expand forest and farm stewardship and protection, for example through King Conservation District's farm management planning, landowner incentive, and grant programs.

Catalytic Project or Program: Expand our local food economy, for example by supporting urban and community farming, buying locally produced food, and participating in the Farm City Roundtable forum.



Joint County-City Climate Commitments ○○○●



VIII. Government Operations

Pathway: Reduce GHG emissions from government operations in support of countywide goals.

Policy Commitment: Develop and adopt near and long-term government operational GHG reduction targets that support countywide goals, and implement actions that reduce each local government's GHG footprint.

Catalytic Project or Program: In support of the Section V. Green Building and Energy Efficiency pathway targets to reduce energy use in existing buildings 25% below 2012 levels by 2030 and achieve net-zero GHG emissions in new buildings by 2030: execute energy efficiency projects and initiatives at existing facilities, measure existing building performance through EPA's Energy Star or equivalent program, implement high-efficiency street and traffic light replacement projects, and construct new buildings to LEED or Living Building Challenge standards and infrastructure to equivalent sustainability standards.



IX. Collaboration

Policy Commitment: Participate in or join the King County-Cities Climate Collaboration (K4C) – focused on efforts to coordinate and enhance city and County climate and sustainability efforts – to share case studies, subject matter experts, resources, tools, and to collaborate on grant and funding opportunities.

Catalytic Project or Program: Engage and lead government-business collaborative action through efforts such as the Eastside Sustainable Business Alliance.

Climate Change Related
Comprehensive Plan
Goals, Policies and Objectives

- Pol. LU 1.4 Encourage a mix of residential, office and commercial uses within Burien's Urban Center to create a vibrant city center that reduces reliance on the automobile and provides a range of housing opportunities.
- Pol. EV 1.4 The City shall maintain a system of development regulations and a permitting system to prevent the destruction of critical areas. Development regulations should at a minimum address wetland protection, aquifer recharge areas important for potable water, fish and wildlife habitat conservation areas, frequently flooded areas, and geologically hazardous areas.
- Pol. EV 1.8 Locate development in a manner that minimizes impacts to natural features. Promote the use of innovative environmentally sensitive development practices, including design, materials, construction, and on-going maintenance.
- Pol. EV 1.11 Encourage minimizing the amount of impervious surfaces in new development through the use of appropriate low-impact development techniques and removing paved areas or using retrofit options in existing developments, where applicable, to minimize runoff.

Goal EV.2

Maintain and promote a safe and healthy environment and preserve the quality of life in Burien.

- Pol. EV 2.6 Continue to support and rely on the various State, Federal, local and regional programs to protect and enhance air quality.
- Pol. EV 2.11 The City shall encourage an increase in tree canopies through the addition and the preservation of existing vegetation and use of landscaping as an integral part of development plans.
- Pol. DB 1.8 The City should reinforce and enhance Burien's unique character and sense of place by creating an attractive, distinctive and well-defined downtown that supports and encourages walking and use of transit, as well as travel by the automobile. To help achieve this objective, the City should implement the Downtown Master Plan and Conceptual Framework for the Town Square to address issues such as (but not limited to) street and right-of-way standards, design guidelines, infrastructure needs, and public facilities needs and locations (*these documents are on file with the City and are incorporated herein by reference*).

Goal SC.1

Develop a fully integrated local street system which accommodates various transportation modes depending upon individual neighborhood characteristics, and creates streetscapes that enhance neighborhood quality and help develop a strong sense of community.

Citywide

Pol. SC 1.1 Pedestrian and other non-motorized travel facilities should be provided consistent with the Pedestrian and Bicycle Facilities Plan, giving priority to community pathways that connect public places, such as parks, recreation facilities, open spaces, downtown, schools, and neighborhood gathering spots. (Amended, Ord. 445, 2005)

Objective TR 1.1 Multimodal Layered Network Concept

In planning roadway improvements, refer to the City's adopted layered network concept in the Transportation Master Plan, which designates specific streets as serving different user types, including local vehicle trips, through trips, freight, transit vehicles, bicycles, and pedestrians.

Objective TR 1.2

Encourage multimodal connections where feasible, including strong pedestrian linkages between the transit center/TOD with downtown Burien.

Pol. TR 1.2.3 Reduce the drive alone trips mode split for downtown Burien by 10% by 2030.

Pol. TR 1.4.5 Encourage employers to establish and maintain a commute trip reduction program that supports and promotes reducing the number of single-occupant vehicle commute trips by encouraging alternative modes of transportation such as riding the bus, vanpool and carpool, biking to work, working from home, or a compressed workweek. (Amended, Ord. 497, 2008)

Goal 4 Pedestrian and Bicycle Facilities

Create a safe and convenient environment for walking and bicycling integrated with roads and other transportation facilities.

Pol. TR 4.1.4 Encourage bicycle and pedestrian travel within the City by:

- a. Providing and promoting the development of pedestrian and bicycle paths between neighborhoods and other activity centers, such as schools, parks, transit and downtown;
- b. Encouraging the location of bicycle racks at appropriate destination points, such as outside of commercial businesses, City Hall, parks, schools, and transit facilities;
- c. Minimizing potential conflicts between pedestrian, bicycle and automobile traffic by providing signage at intersections of trails and paths with roadways; and

- d. Accommodating bicycles and pedestrians safely in the management and design of the City street network.

Objective TR 8.1

Support a transportation system that encourages energy conservation via the promotion of roadway connectivity, use of alternative transportation modes, development that minimizes reliance on vehicles, and street improvement standards.

Pol. TR 8.1.1 Promote transit, bicycle and pedestrian travel.

Pol. TR 8.1.2 Support current federal, state and regional policies aimed at reducing vehicle-related air pollution, including transportation demand strategies.

Pol. TR 8.1.3 Coordinate with the Puget Sound Regional Council, Puget Sound Clean Air Agency, Washington State Department of Transportation, transit agencies and other jurisdictions to develop transportation control measures and air quality programs when warranted.

Goal UT.4

Maintain an adequate and effective solid waste and recycling program to serve the needs of Burien's residents and businesses, which maintains public health, environmental and land use quality.

Pol. UT 4.1 The City shall encourage private and public sector involvement in recycling programs and in the use of recycled products, primarily through an enhanced public education campaign.

Pol. UT 4.2 The City should strive to achieve an overall waste diversion rate goal of 65% by the year 2024. (Amended, Ordinance No. 614, December 2014)

Pol. UT 4.3 The City should strive to achieve:

- a. a 95% recycling participation rate in the single family sector;
- b. a 75% recycling participation rate in the multifamily sector; and
- c. a 60% recycling participation rate in the commercial sector.

(Amended, Ordinance No. 614, December 2014)

Pol. UT 4.4 The City should build upon existing recycling programs, and initiate new programs that will result in a significant impact at a reasonable cost.

Goal ED. 5

Promote clean, sustainable, environmentally-friendly businesses and jobs.

Goal SU.3

Conserve energy and reduce the amount of carbon dioxide released into the atmosphere.

Pol. SU 3.1 The City should evaluate energy use and carbon emissions and develop targets for conservation.

Pol. SU 3.2 The community should work to become more efficient in our daily lives and our usage of resources.

CITY OF BURIEN, WASHINGTON
MEMORANDUM

DATE: October 21, 2015
TO: Planning Commission
FROM: David Johanson, AICP
SUBJECT: Discussion and Recommendation on 2015 Comprehensive Plan Map Amendment and Rezone Requests

PURPOSE/REQUIRED ACTION:

The purpose of this agenda item is for the Planning Commission to discuss and make a final recommendation to the City Council regarding proposed 2015 Comprehensive Plan map amendment and zoning requests.

BACKGROUND:

The Planning Commission recommended the 2015 docket to the City Council on March 25, 2015. The City Council adopted the 2015 Comprehensive Plan Docket on April 20, 2015 (Resolution No. 363).

On September 23rd the Planning Commission received an introduction from staff which included a brief presentation for each of the Comprehensive Plan amendments. Attached you will find a packet for each of the proposed map amendments containing analysis of the request, a recommendation and supporting information.

A Public Hearing was conducted on October 14th at which written and oral testimony was received concerning the proposed amendments. Copies of all written testimony have been attached to the respective staff recommendation reports included as Attachments A and B. The draft minutes for the October 14th meeting include a summary of all oral testimony received.

Both the Friel and MS Property Management Comprehensive Plan Map Amendment and Rezone Request are site specific requests, and are a "Quasi-judicial" proceeding. Because they are "Quasi-judicial" you should not discuss the pending land use application with opponents or proponents of the proposal outside of the public hearing.

Before you begin deliberations on this item staff will ask the Planning Commission to respond to several questions regarding personal or financial interests and ex parte contacts with proponents or opponents of the project.

ACTION:

Following its discussion on the two Comprehensive Plan map amendment and rezone requests the Planning Commission should make its recommendation to the City Council the options for a recommendation are:

- 1) Recommend the City Council approve the requests; or
- 2) Recommend the City Council deny the requests; or
- 3) Make modifications to the recommendation and outline the findings and conclusions in support of the modifications.

AGENDA BILL ATTACHMENT 2

If the Commission wants to discuss the proposed amendments, staff recommends the Commission make a motion for each of the proposed amendment recommendations, discuss each amendment and then make a recommendation to the City Council.

Suggested motions are as follows:

PLA 15-0391, MS Property Management Request

Suggested Motion for a Recommendation of Approval:

I move the Planning Commission recommend to the City Council approval of the Comprehensive Plan amendment request from Office to High Density Multi-family Neighborhood and zoning map amendment from Office (O) to Residential Multi-family-48 (RM-48) and adopt the findings and conclusions as presented in the staff report.

Suggested Motion for a Recommendation of Denial:

I move the Planning Commission recommend to the City Council denial of the Comprehensive Plan amendment request from Office to High Density Multi-family Neighborhood and zoning map amendment from Community Commercial 2 Office (O) to Residential Multi-family-48 (RM-48). NOTE: The Planning Commission must outline your findings and conclusions in support of the denial.

PLA 15-0430, Friel Request

Suggested Motion for a Recommendation of Approval:

I move the Planning Commission recommend to the City Council approval of the Comprehensive Plan amendment request from Moderate Density Single-family Residential to Moderate Density Multi-family Neighborhood and zoning map amendment from Residential Single-family-7,200 (RS-7,200) to Residential Multi-family-18 (RM-18). NOTE: The Planning Commission must outline your findings and conclusions in support of the approval.

Suggested Motion for a Recommendation of Denial:

I move the Planning Commission recommend to the City Council denial of the Comprehensive Plan amendment request from Moderate Density Single-family Residential to Moderate Density Multi-family Neighborhood and zoning map amendment from Residential Single-family-7,200 (RS-7,200) to Residential Multi-family-18 (RM-18) and adopt the findings and conclusions as presented in the staff report.

If you have any questions before the meeting, please contact David Johanson at (206) 248-5522 or by e-mail at davidj@burienwa.gov.

Attachments:

- A. PLA 15-0391, MS Property Management Comprehensive Plan Map and Rezone Amendment
- B. PLA 15-0430, Friel Comprehensive Plan Map and Rezone Amendment



CITY OF BURIEN, WASHINGTON

Department of Community Development

400 SW 152nd Street, Suite 300, Burien, Washington 98166

Phone: (206) 241-4647 Fax: (206) 248-5539

Comprehensive Plan Map Amendment & Rezone Request For MS Property Management PLA 15-0391

APPLICANT: Melina Lin for MS Property Management, Property Owner

LOCATION: 14421 8th Avenue Southwest (see Attachment 1-Vicinity Map)

CURRENT LAND USE: Multi-family Residential and one vacant parcel.

TAX PARCEL #s: 192304-9318; 192304-9334; 019235-0000 and 192304-9317

REQUEST:

- 1) Change the Comprehensive Plan Designation from Office to High Density Multi-family Neighborhood; and
- 2) Change the Zoning Designation from Office (O) to Residential Multi-family-48 (RM-48)

STAFF

RECOMMENDATION:

- 1) Amend the Comprehensive Plan Designation from Office to High Density Multi-family Neighborhood; and
- 2) Amend the Zoning Designation from Office (O) to Residential Multi-family-48 (RM-48)

FINDINGS & CONCLUSIONS

COMPREHENSIVE PLAN MAP HISTORY

- 1983 (before incorporation):** King County Highline Community Plan designated the subject property as Low Density Multi-family (7-18 units per acre).
- 1993:** City of Burien Interim Land Use Plan (Ordinance 27) designated the subject parcels as Low Density Multi-family.
- 1997:** City of Burien Comprehensive Plan (Ordinance 212) changed the subject property designation to Office.

ATTACHMENT A

ZONING MAP HISTORY

- 1993 (before incorporation):** The King County Zoning Map designated the property as Residential Multi-family (RM-1,800).
- 1994:** The City of Burien Interim Zoning Code (Ordinance 87) designates the property as Residential Multi-family with a maximum density of 24 units per acre.
- 1999:** The City of Burien Zoning Map (Ordinance 264) designates the area as Office for consistency with the Comprehensive Plan designation.

ADJACENT COMPREHENSIVE PLAN, ZONING DESIGNATIONS AND USES:

Direction	Comprehensive Plan Designation	Zone	Current Uses
North	Moderate Density Residential Neighborhood	Residential Single-Family (RS-7,200)	Multi-Family
South	Community Commercial	Community Commercial-1 (CC-1)	Fire Station and Single-family residential
East	Moderate Density Residential Neighborhood	Residential Single-family (RS-7,200)	Single-family residential
West	Community Commercial	Community Commercial-1 (CC-1)	Commercial strip mall development

EXPANSION OF THE REQUESTED REZONE AREA

The original application includes three parcels that maintain the office designation, however there is a fourth parcel located immediately to the south that also is designated as Office and is developed as multi-family. The City contacted the owner of this property to determine if there was interest in having a land use designation change be considered for that parcel in addition to the three parcels to the north. This was deemed logical because all the properties designed as Office would be considered concurrently. The property owner provided written confirmation that they consent to explore a possible land use designation change (see Attachment 3). Based on this response to the City's inquiry, this review will include a total of four parcels that currently maintain the "Office" designation.

BACKGROUND

The applicant requests to change land use designations for three parcels that total 1.11 acres (48,591 square feet). One of the three parcels contains multi-family building containing 23 units and was constructed in 1962. The existing building is a condominium. The vacant western two parcels are approximately 0.52 acres (22,490 square feet). All three parcels are currently designated as Office on both the City's Comprehensive Plan and zoning maps.

The applicant has stated they desire to construct a 3-story 21-unit apartment building, with surface parking for 29 vehicles, and 4,200 square feet of on-site recreation space on the two vacant parcels. Primary access to the site will be from one driveway gaining access from 8th Avenue S.W. The requested zoning designation of RM-48 would allow a maximum of 24 units to be constructed.

The applicant requested the land use designation change for 3 parcels and this area, and the area is generally flat. The two vacant parcels are mostly grass with the exception of a few mature trees located near the south property line. As mentioned above the area being considered for a change to a High Density Multi-family has been expanded to include a parcel immediately to the south which is developed as multi-family and currently maintains an Office designation. This site contains the Century Manor Apartments.

This is only a review of the criteria for a comprehensive plan land use designation and zoning change. References to general development standards are appropriate however review of a development proposal will occur at a later date where specific details of site design features and project components will receive a significantly more detailed review. This includes but is not limited to development standards for parking, landscaping, access, stormwater and on-site recreation space.

REVIEW CRITERIA FOR COMPREHENSIVE PLAN MAP AMENDMENT

Burien Municipal Code section 19.65.095.6 contains criteria for review of a proposed Comprehensive Plan amendment. To be approved, the proposed amendment must meet all of the following criteria (in bold, followed by staff response).

A. *The proposed amendment is the best means for meeting an identified public benefit.*

As indicated by the Applicant's submitted materials (Attachment 2), the current office zone designation allows an office development in a residential neighborhood where access is provided via a residential street. Accessing an office use through a mix of a single-family and multi-family neighborhood is not a desirable development scenario from a traffic impact standpoint.

The proposed land use designation for use as multi-family dwellings would be more compatible with the existing uses adjacent to the site.

Rezoning from office to multi-family will enable the City to maintain sufficient housing capacity to accommodate future growth within its designated urban center.

B. The proposed amendment is consistent with the Growth Management Act, applicable Puget Sound Regional Council (PSRC) Plans, King County Countywide Planning Policies and Burien Comprehensive Plan.

See Attachment 2 (page 3, Section B) for the Applicant's response to the criteria regarding the proposed amendment's consistency with the Growth Management Act goals and the County-wide planning policies.

The proposed amendment is consistent with the overall intent of the relevant goals and policies of Burien's Comprehensive Plan and by extension the Growth Management Act and the Countywide Planning Policies.

C. The proposed amendment will result in a net benefit to the community.

The proposed amendment will result in a net benefit to the community by ensuring that there is sufficient supply of housing to accommodate future growth within Burien's designated urban center. The parcels are also located within walking distance of transportation, recreation and commercial services. The amendment will also maintain the residential character of the neighborhood along 8th Avenue SW as opposed to an office use. In the longer term it will result in the development of vacant lots which will reduce the potential for nuisances.

D. The revised Comprehensive Plan will be internally consistent.

The proposed amendment will not create an internal inconsistency in the Comprehensive Plan.

E. The capability of the land can support the projected land use.

As described in "Background" at the beginning of this report, the site topography is described as flat in addition there are no critical areas near this location. These site characteristics pose minimal barriers for future development. Other construction considerations such as storm water and connection to utilities will be addressed in detail if a construction application is received.

F. Adequate public facility capacity to support the projected land use exists or, can be provided by the property owner(s) requesting the amendment, or can be cost-effectively provided by the City or other public agency.

The applicant has not provided the City with certificates of sewer, water or hydrant availability, however all adjacent buildings are being served by "public" water and sewer

service. When a future site specific building permit applicant is filed the applicant shall demonstrate that adequate public utilities are available.

G. The proposed amendment will be compatible with nearby uses.

Properties immediately to the south of the subject site are designated Office and is developed with the Century Manor Apartments, a 21-unit complex constructed in 1962. The property to the north of the site is designated Moderate Density Residential Neighborhood and is developed with the Hallmark Apartments, a 52-unit complex constructed in 1968. To the west the land is designated Community Commercial and is developed with a strip mall containing an assortment of uses including mostly retail businesses. To the east and across 8th Avenue SW from the site is single-family residential development.

The proposed amendment would change the land use and designations back to multi-family residential designations that were in effect prior to 1997 and be consistent with developments on both the north and south parcels that are immediately adjacent to the site.

The existing densities of the existing developed lots are as follows;

North - Hallmark Apartments, constructed in 1968, density of 34 units per acre.

South - Century Manor Apartments, constructed in 1962, density of 38 units per acre

East – Alpha PH I Condominiums, constructed in 1962, density of 40 units per acre.

The multi-family land use designation change to RM-48 will match the existing uses as currently developed on the subject parcels is compatible with the predominantly multi-family development. The multi-family uses serve as a transition from the commercial uses along Ambaum Boulevard SW on the west to the single-family neighborhood located to the east.

Basic Development Regulations for Apartment Developments are as follows. The most notable differences in the development standards is that buildings are allowed to potentially exceed 60-feet in height if the building is set further back from property lines.

Development Standards Comparison Chart

	RM-24	RM-48	O
Maximum Units per acre	24	48	24**
Front setback	10-feet	10-feet	10-feet
Interior setback	5-feet	5-feet	0-feet
Building coverage	70%	70%	70%
Impervious surface coverage	85%	90%	85%
Height	35-feet (approximately 3 stories)	60-feet* (approximately 5 stories)	45-feet***
Parking	1.8 per unit	1.8 per unit	

*-height limit may be increased if portions of the structure that exceed the base height limit provide one additional foot of front and interior setback for each foot above the base height limit, but the maximum height may not exceed 75 feet.

** -only allowed as a mixed use development with 75% of the gross floor area must be office.

***-may be increased to 65-feet through a type I review and 25% of parking is located beneath the building and fully screen from public view.

Based on historical development data the RM-24 zoning designation is achieving 15.63 units per acre (overall achieved platting and multi-family development projects)
The RM-48 zone has insufficient data to determine past performance (35 units per acre is the assumed density for capacity estimating purposes).

H. The proposed amendment would not prevent the City from achieving its Growth Management Act population and employment targets.

As reported in the 2014 King County Buildable Lands Report, Burien is responsible to plan for a 2035 employment target of 8,780. Under current zoning, Burien has an employment capacity of 8,848 (Comprehensive Plan Table 2-LU 2.1). Consequently, the proposed amendment allowing the potential to develop additional housing units in this location will not prevent the City from achieving its Growth Management Act population and employment targets and will contribute more towards achieving the City's population targets and maintaining sufficient residential housing capacity.

- I. For a Comprehensive Plan map change, the applicable designation criteria are met and either of the following is met:***
 - i. Conditions have so markedly changed since the property was given its present Comprehensive Plan designation that the current designation is no longer appropriate; or,***
 - ii. The map change will correct a Comprehensive Plan designation that was inappropriate when established.***

Applicable Designation Criteria

The applicable designation criteria for the High Density Multi-family Neighborhood land use designation is found in Policy RE 1.9 of the Comprehensive Plan. In addition to listing the applicable designation criteria, this policy states that ***"The High Density Multi-family neighborhood designation allows multiple-family residential uses at a maximum density of 48 units per net acre. Accessory and non-residential uses that are compatible with a high density multi-family area also may be allowed, including offices in a mixed use development. This designation is implemented by the RM-48 zoning category."***

Policy RE 1.9 lists the criteria for designating High Density Multi-family Neighborhood, which is shown below followed by Staff's analysis.

- 1. The area is already primarily characterized by multifamily residential uses at 18 or more units per acre.***

The cluster of parcels in the immediate vicinity are developed with multi-family residential structures with densities ranging from 34 to 40 units per acre. The three developments were constructed in the 1960's prior to incorporation of Burien which occurred in 1993.

Policy LU 1.6 states that the City should ***"Encourage redevelopment and development of underutilized and vacant land to be compatible with the envisioned character, scale and design of surrounding development"***.

- 2. The area is within 1/8 mile of moderate and high commercial service nodes (shown on Figure 2 LU-3, Commercial Nodes) as measured along an arterial. The designation is also appropriate within the urban center boundary or within 1/8 mile of the urban center boundary as measured along an arterial.***

The parcels are located with Burien's designated urban center boundary as shown on Figure 2LU-1.11(see Attachment 4).

3. ***The area is located within ¼ mile of a transit route with peak transit frequency of at least every 10-20 minutes.***

Ambaum Boulevard SW is within ¼ mile of the parcels and has multiple bus routes (120 and 560) with transit frequency exceeding the prescribed criteria.

4. ***The area does not have critical areas, except critical aquifer recharge areas.***

The area does not contain critical areas.

5. ***The area is located adjacent to or has adequate access to a primary or minor arterial.***

The parcels are located less than a 1/10th of a mile from SW 146th Street which is designated as a collector arterial (Figure 2 TR 2.3).

6. ***The area is served by adequate and/or planned recreational facilities such as athletic fields or playgrounds.***

The parcels are located approximately ¼ mile walking distance from the Annex Park, Dottie Harper Park and the Burien Community Center. These park facilities contain a variety of recreation opportunities including a skate park, a basketball court, play structures as well as recreation classes of all types.

Criteria ii, Inappropriate Designation:

Based on historical zoning maps it appears that the cluster of parcels maintained a high density multi-family land use designation at some point in time. This is reflected by the existing multi-family developments existing at these locations today. At some time during Burien's initial comprehensive plan development that concluded in 1997, the land use designations were changed. The parcels that are now designated as office and contain multi-family development should revert back to a multi-family designation.

The land use designation of the parcels should be evaluated based on other considerations such as allowed uses, land use transitioning, parking and traffic impacts. These are all appropriate considerations given that access obtained by partially connecting through a well established residential neighborhood.

Comprehensive Plan Map Land Use Designation Change Conclusions

The High Density Multi-family Residential neighborhood designation is appropriate because it is consistent with the applicable designation criteria and for the following reasons.

- The site is located within the designated urban center boundary, where Burien has planned to accommodate future growth. This is supported by Policy LU 1.4 which states *“Encourage a mix of residential, office and commercial uses within Burien’s Urban Center to create a vibrant city center that reduces reliance on the automobile and provides a range of housing opportunities”*.
- The designation change will increase available land to help Burien maintain a sufficient capacity of land to accommodate prescribed housing capacity targets.
- The parcels are located near established transit routes with frequent service.
- With the exception of the vacant parcels, the long standing multi-family development on the parcels should be recognized and appropriate designations should be applied.
- If development were to occur on the vacant parcel it is located adjacent to the commercially zoned properties to the west and future development will provide an added level of transition to both the existing multi-family and the single-family neighborhood.

REVIEW CRITERIA FOR A REZONE

The City of Burien Zoning Code (BMC 19.65.090.3.C) contains the criteria for review of a proposed rezone. To be approved, the proposed rezone must meet ***all*** of the following criteria.

1. The rezone is consistent with the Comprehensive Plan.

A change of the current Office zoning designation to Residential Multi-family 48 is consistent with the accompanying Comprehensive Plan re-designation from Office to High Density Multi-family Neighborhood.

2. The rezone will advance the public health, safety or welfare.

The proposed rezone will advance the public health, safety and welfare by ensuring that compatible development with the surrounding parcels will occur on the vacant parcel. Compatible development in this instance entails an allowed use that would not overly impact the adjacent multi-family development and the access to the parcel through a residential neighborhood. The possibility of the development of an office use could potentially generate more traffic than a multi-family development, although the peak trips could occur at different times during the day.

The rezone will also align the zoning with the established uses of moderate to high multi-family residential housing as well as serve as a transition from the commercial zone adjacent to Ambaum Boulevard Southwest.

3. *The rezone will not have significant adverse environmental impacts that are materially detrimental to adjacent properties or other affected areas.*

Specific impacts of the project will be identified and reviewed as part of the formal land use and building permit application process once details of a possible development proposal are known. No significant adverse environmental impacts were identified.

4. *The rezone is necessary because at least one of the following is met: a) Conditions in the immediate vicinity or neighborhood have changed so that it is in the public interest to approve the rezone; or b) the rezone will correct a zone classification or zone boundary that was inappropriate when established; or c) The rezone is necessary to achieve consistency with the Comprehensive Plan land use map.*

As discussed above in Criteria I of the Review of Criteria for the Comprehensive Plan Amendment, the proposed Comprehensive Plan map change will correct an inappropriate designation since a number of parcels were developed as multi-family in the 1960's and the zoning was changed

Zoning Plan Map Land Use Designation Change Conclusions

Following a review of the applicable zoning designation change criteria the requested zoning change has demonstrated that the applicable criteria have been met, therefore the requested rezone should be granted.

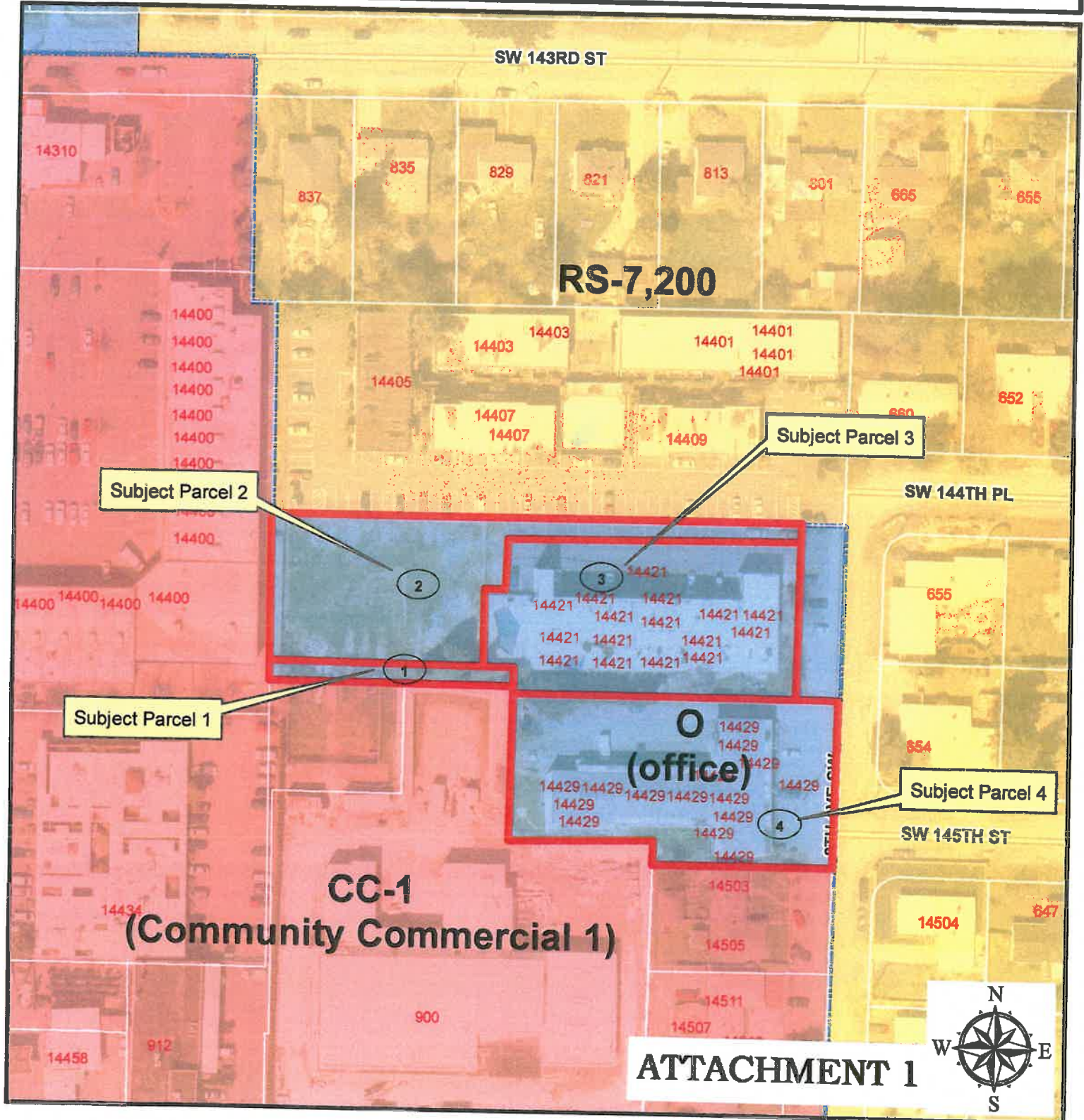
ATTACHMENTS

- 1 - Vicinity Map
- 2 - Submitted Application Materials
- 3 - Letter from Thomas Dew, owner rep for the Century Manor Apartments
- 4 - Figure 2LU-3, Urban Center Boundary
- 5 - Public Comments (3)

MS Property Management Comprehensive Plan and Zoning Map Amendment Request File No. PLA 15-0391



Vicinity Map



Comprehensive Plan Amendment and Rezone Application

Re: Vacant Lot Parcel Numbers #1923049318 & #1923049334
Property with existing building #192350000

Best Classification based on surrounding buildings:

The subject properties are two vacant lots (two parcels) and an adjacent parcel which houses an existing 23 unit Residential Condo building (Alpha I). They are all currently zoned as Office.

Our main purpose is to change the zone for the two vacant lots, but the City of Burien Planner suggested that it is best to rezone all three of them including the existing residential building Alpha I (an "Office" zoning does not match the current usage of the existing residential building.) So here in this application, we have included all three tax parcels – two are for vacant lots and one for the existing residential building.

The subject properties are surrounded by several multifamily / apartment buildings. They are all accessed from the 8th Ave SW, which is a quiet residential street. There is no access from Ambaum Blvd into the two vacant lots, or Alpha I.

The current zoning on the subject properties is Office, while surrounding buildings are apartment buildings accessed from the 8th Ave SW. Should an office building is built on the subject two vacant lots, it will not match the neighborhood characteristic which are residential buildings; and the access to the office will be from a residential street. If the zoning stays with Office, most likely the vacant lots will stay vacant as it does not make any economical sense to build an office there.

Based on this, the best use for the subject properties shall be multifamily.

PLA 15-0391

RECEIVED

FEB 27 2015

CITY OF BURIEN
ATTACHMENT 2

Density

We propose the subject zoning is changed to Residential Multifamily 48. This designation allows 48 units in one acre land which is 900SF per unit. This Density matches the existing density of the neighbor multifamily properties.

The neighbor properties are listed as followings and also shown on the attached lot plan.

	Address (Burien)	Parcel #	Lot Size (SF)	Units (#)	Density
1	14405 8 th Ave SW	#1923049283	66390	52	1276 SF/U
2	14429 8 th Ave SW	#1923049317	24120	21	1148 SF /U
3	Condo Alpha I 14421 8 th Ave SW	#192350000	24950	23	1085 SF /U
4	Subject vacant lots	#1923049318 #1923049334	22490	Vacant now Proposed 21	1070 SF/U

Even though the zoning allows for 900SF per unit, we will most likely propose 21 units in the subject lot, which means 1070SF per unit density. From the above chart, this number matches very well with the existing neighbor properties, which deems reasonable.

Answers to the Comprehensive Plan Amendment Criteria and Re-zone Criteria

Item by item:

BMC 19.65.095.6 Criteria. The City Council may approve or approve with modifications a Comprehensive Plan amendment if all of the following criteria are met:

- A. The proposed amendment is the best means for meeting an identified public benefit; and

ANSWER: The access street 8th Ave SW is a residential street. The lot has no access from the busy arterial street Ambaum Blvd. It is not a good design to have an Office building crowded by all residential properties nearby. If an office is built, there will be the only office in the block. It will bring noise, pollution, and traffic in and out during the day. It will disturb the residents a quiet enjoyment of their homes.

- B. The proposed amendment is consistent with the Growth Management Act, applicable Puget Sound Regional Council (PSRC) plans, King County Countywide Planning Policies and Burien Comprehensive Plan;

ANSWER: Yes. It matches. The GMT, PSRC and KCCPP, BCP are about the consistency of environmental sustainability, housing, economic development, transportation and siting of public service. The change of zoning to R48 does not impact environment adversely, and it provides additional housing to satisfy the urban population growth.

- C. The proposed amendment will result in a net benefit to the community; and

ANSWER: Once it is changed to multifamily zoning, we will build on the vacant lots a new apartment building, which share the same characteristics as neighboring properties. It will appear much nicer to the neighborhood instead of an empty lot with weeds. Otherwise, the lots will remain vacant and empty. Also see answer in item A.

- D. The revised Comprehensive Plan will be internally consistent; and

ANSWER: yes. Upon approval of this zoning change, the Comprehensive Plan and Zoning Plan are consistent. The area is already primarily characterized by multifamily residential uses at 18 or more units per acre. The area is within 1/8 mile of moderate and high commercial service nodes as measured along an arterial. The designation is also appropriate within the urban center boundary or within 1/8 mile of the urban center boundary as measured along an arterial.

- E. The capability of the land can support the projected land use; and

ANSWER: We have drawn a site plan for the subject vacant lots. We plan to design and build a 3-story building with 21 units, 29 parking spaces, and sufficient open space. The area does not have critical areas. The proposed zoning R48 would mathematically allow for 24 units since the property is almost exactly ½ an acre. But once all the zoning requirements (i.e. parking, on-site recreation, unit decks, etc.) are met the actual unit count will probably be between 18 and 20.

- F. Adequate public facility capacity to support the projected land use exists, or, can be provided by the property owner(s) requesting the amendment, or, can be cost-effectively provided by the City or other public agency; and

ANSWER: This project is a relatively very small project. It has negligent impact on public facility. The area is also located within ¼ mile of a transit route with peak transit frequency of at least every 10-20 minutes. Metro Bus #120 runs along Ambaum Blvd SW, a primary arterial which is approximately ¼ mile to the West of the property and meets this frequency criteria.

In addition, the area is served by adequate and/or planned recreational facilities such as Dottie Harper Park, the Burien Community Center, and Annex Park. All of these are located approximately a ¼ to the East of the property. These parks include but are not limited to picnicking, basketball, skatepark and play structures. So, yes, the public facility is sufficient.

- G. The proposed amendment will be compatible with nearby uses; and

ANSWER: Yes, the neighborhood properties are multifamily properties at a density of ranging from 1085 SF to 1276SF per unit. See table on page 2 for details and Exhibit A (Neighborhood Plan).

- H. The proposed amendment would not prevent the City from achieving its Growth Management Act population and employment targets; and

ANSWER: No. It would not prevent. The two vacant lots are within 1 mile of the downtown Burien. The city of Burien is growing. More jobs and more people are moving here. This project will add more housing to the city. It meets the housing demand of a growing City. It is consistent with GMA population and employment targets.

- I. For a Comprehensive Plan land use map change, the applicable designation criteria for the proposed land use designation are met and either of the following is met:

- i. Conditions have changed since the property was given its present Comprehensive Plan designation so that the current designation is no longer appropriate; or,
- ii. The map change will correct a Comprehensive Plan designation that was inappropriate when established.

ANSWER: the item ii designation criteria is met. The zoning for this lot was multifamily residential under King County in the past. When it was annexed into City of Burien, it may be incorrectly coded as Office in the comprehensive plan.

SITE SPECIFIC REZONES

BMC 19.65.090.3.C The City may grant a site-specific rezone only if all of the following criteria are met:

- i. The rezone is consistent with the Comprehensive Plan; and

ANSWER: Yes. We will request to change in both Comprehensive Plan and Zoning Plan.

- ii. The rezone will advance the public health, safety, or welfare; and

ANSWER: Yes. This is residential zoning neighborhood. It is beneficial to all the neighbors to have a residential building, instead of an office building.

- iii. The rezone will not have significant adverse environmental impacts that are materially detrimental to adjacent properties or other affected areas; and

ANSWER: No. The two vacant lots are almost flat. It is an easy to build lot. Once the building is built, it will improve the neighborhood as it will not be a vacant lot; left empty and growing weeds.

- iv. The rezone is necessary because at least one of the following is met:

- a. Conditions in the immediate vicinity or neighborhood have changed so that it is in the public interest to approve the rezone, or

- b. The rezone will correct a zone classification or zone boundary that was inappropriate when established, or

- c. The rezone is necessary to achieve consistency with the Comprehensive Plan land use map.

ANSWER: The conditions b & c are met. See answer to item I above.

Notes:

The above narratives are mostly focused for the two vacant lots; but it also applies to the parcel which has an existing 23 unit Condo building. The change of the zone for the Tax Parcel #192350000 is to make the current use Residential consistent with the zoning designation in Comprehensive Plan and Zoning Plan.

< END >

Exhibit A



Date: 1/27/2015

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1		



King County
GIS CENTER

Lew Family Investment Company, LLC
4065 - 25th Avenue South
Seattle, WA 98108

RECEIVED

SEP 22 2015

CITY OF BURIED

September 21, 2015

David Johanson
City of Burien
400 SW 152nd St, Suite 300
Burien, WA 98166-1911

RE: Potential Zoning Change for Parcel ID Number 192304-9317

Dear Mr. Johanson:

Thank you for the information on the potential zoning change to our property (Century Manor Apts at 14429 - 8th Avenue SW, Burien, WA 98166) located on KC Assessor PIN 192304-9317. As I understand it, there is no financial obligation to the owners. The City of Burien is only considering a potential zoning change for this and adjacent properties at this time.

You requested a written statement from us on this subject. On behalf of the owners, I am consenting to exploring the potential zoning change from Office to RM-48 on this property.

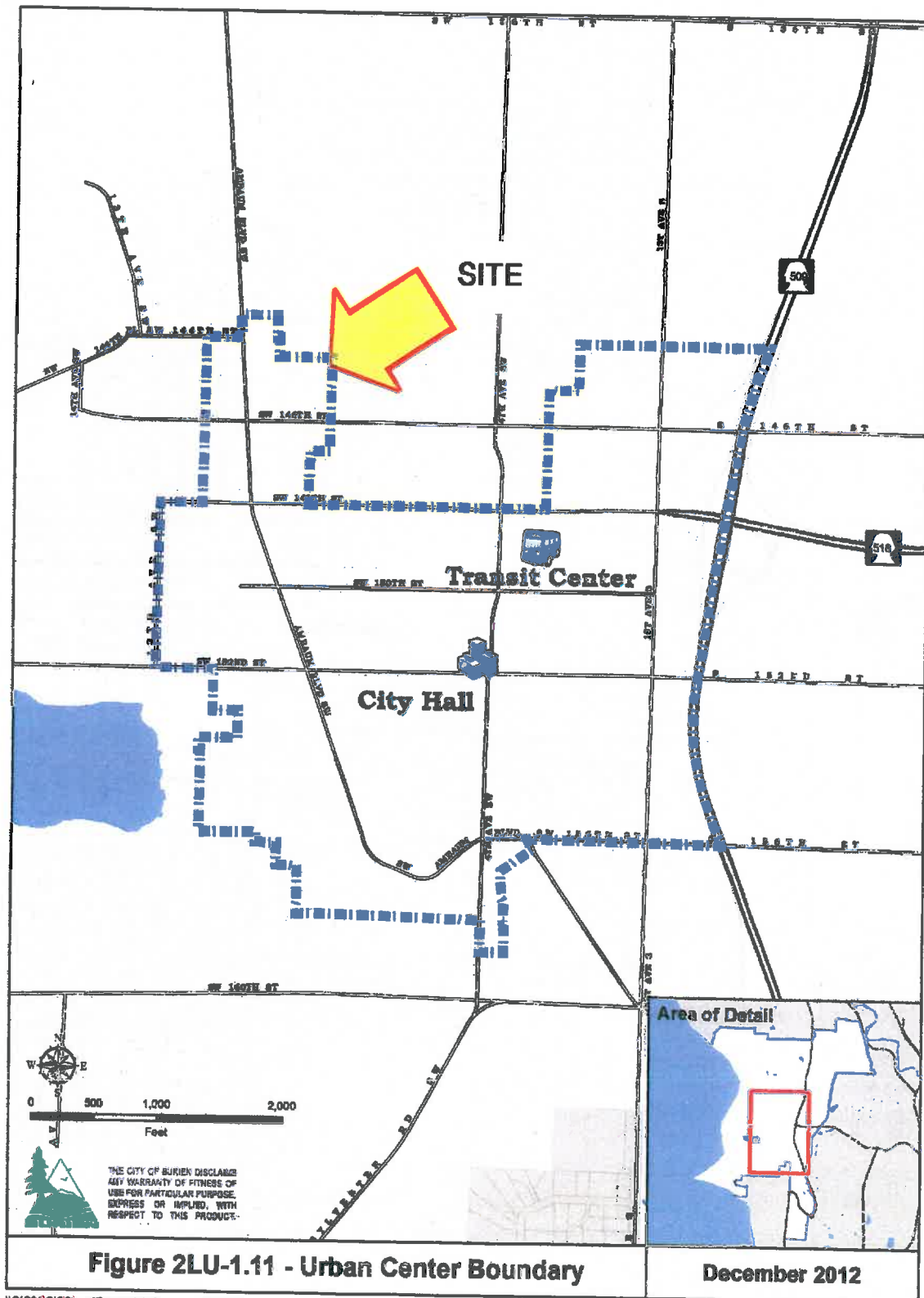
Please contact me if you need more information or have any questions. Thank you!

Sincerely,



Thomas Lew
206-407-5554

ATTACHMENT 3



ATTACHMENT 4

Denise Thompson
660 SW 144th Place
Burien, WA 98166
denko@mail.com
10/13/2015

RECEIVED
OCT 13 2015
CITY OF BURIED

David Johanson, Project Planner
Department of Community Development
City of Burien
400 SW 152nd Street, Suite 300
Burien, WA 98166

Re: Comprehensive Plan Amendment request for 14421 8th Avenue SW, PLA 15-0391

Mr. David Johanson,

I live adjacent to the multifamily complexes at the end of 8th Avenue SW and 144th Place SW and am writing to express my concern about the Comprehensive Plan Amendment request to rezone the referenced property to high density multifamily, RM-48.

I agree the lot is incorrectly zoned as Office but do not agree it should be rezoned to multifamily. While I fully support increasing density in the downtown core, I feel that high density housing, commercial, and office zoning is inappropriate in this location. Increasing density or traffic here will make the existing non-conforming condition worse.

The Burien Zoning Map shows the pattern and intent of the Burien Comprehensive Plan to locate multifamily housing on arterials or collector streets, primarily located in the downtown core. The referenced property location is on a dead end residential street. The existing arrangement of high density multifamily units houses approximately 200 residents. The only access for these residents is via 8th Avenue SW that is a residential street of minimal width with no sidewalks or shoulders. With no sidewalks or shoulders, pedestrians must walk in the street and behind cars in order to reach 146th Avenue, which is a collector street with sidewalks. This is an unsafe condition for such a large number of people and relatively high traffic. It is especially unsafe for people in wheelchairs, parents with strollers or young children, and when children walk to the bus stop on winter mornings when it is still dark. Adding another multifamily housing unit in the referenced property location could add another 40 residents, and will increase the risk to life/safety even further. In the future, I hope the City of Burien will correct this situation and provide a sidewalk from the multifamily housing units to 146th street. This will be in support of the Comprehensive Plan's goals to promote pedestrian activity and safety.

The existing condition also does not align with the land use pattern in the Comprehensive Plan showing a mix of residential and green space. With no local park or safe area to play in, the children often play in the parking lot or in the street. Vehicles drive in and out of the parking lot without stopping, hence the large signs to watch for children.

I believe the applicant's argument that the existing surrounding buildings are multifamily is not adequate justification to exacerbate a bad condition. I also believe the applicant has completed the request form incorrectly. The proposed rezone of this property does not meet these Multifamily Designation Criteria requirements in the Burien Comprehensive Plan:

- The area is within 1/8 mile of commercial node (low, med or high) per Figure 2-LU-3 Commercial Nodes
- The area is located adjacent to and has adequate access to an arterial
- The area is served by adequate and/or planned recreational facilities such as athletic fields or playgrounds

There are other areas of the Comprehensive Plan that I believe are inconsistent with this rezone request:

- Amendments to the Comprehensive Plan shall comply with the following criteria, using the procedures established in the Zoning Code:
 - a. The proposed amendment is the best means for meeting an identified public need
 - d. The revised Comprehensive Plan will be internally consistent
- **Pol. NQ 1.3** High density development should be avoided where the existing development pattern or terrain poses constraints to the development of facilities for walking, bicycling or frequent transit service, and where multiple access routes to the development are not feasible.
- **Pol. NQ 1.4** Prevention and alleviation of traffic impacts on residential neighborhoods shall be a high priority within the City.
- **Pol. NQ 1.8** Multifamily housing shall be designed to high quality standards so that it contributes to the neighborhood character and is compatible with adjacent single family developments through:
 - a. Site planning focused on neighborhood design integration;
 - b. Building design architecturally linked with the surrounding neighborhood and style;
 - c. Streetscapes with trees and landscaping that encourage pedestrian use and safe transition to private spaces, and that reduces the visual effects of large paved areas;
 - d. On-site recreational space and facilities; and
 - e. Creative project design that provides a diversity of housing types within adopted design criteria, standards and guidelines.
- **Neighborhood Preservation Goal NP.1**
Continue to provide the residents of the City with stable and quiet residential neighborhoods by maintaining an adequate residential tax base and assuring that:

Residential neighborhoods are protected from undue adverse impacts associated with incompatible land uses or transportation facilities, including, but not limited to, noise, air and water pollution, glare, excessive traffic and inadequate on-street parking;
- **Pol. NP 1.1** The City's residential neighborhoods are those defined on the comprehensive plan map as single family or multifamily areas. These areas are worthy of protection from inappropriate commercial development and other incompatible land uses and activities that are considered inconsistent with their residential character.
- **Pol. NP 1.2** The City shall develop plans, land use regulations and review procedures to preserve and protect its designated residential communities from inconsistent and incompatible land uses which threaten to undermine their stability and residential character.
- **Pol. RM 1.6** New larger developments, including multifamily, commercial, retail, office and industrial uses, should be designed to incorporate features that encourage alternative modes of travel, such as transit, biking and walking.

Discussion: To invite and allow creative proposals, the plan should include options for flexibility in most regulations, while at the same time provide for the long term stability of the character of existing development in the community.
- **2.4 Housing Element**
Goal HS.1 Encourage the provision of a variety of attractive, well-designed housing types and densities that reinforce and retain the character of the neighborhoods and meet the needs of existing and future City residents, while recognizing the need for a range of affordable housing.
- **Pol. HS 1.3** The City should encourage multi-family residential uses near and within designated commercial nodes and within its urban center, subject to development standards and design guidelines.

Discussion: Mixed-use development provides a residential lifestyle that many people find desirable. Residents can minimize transportation costs and travel time by residing in commercial nodes close to employment, shopping, and leisure activities. Mixed-use development also provides businesses with consumers in the immediate vicinity. Mixed use can increase the perception of safety in commercial areas by providing "eyes on the street" at all times of the day. Allowing some of the new residential growth to locate in commercial nodes will also help to protect the character of existing single family neighborhoods. (Amended, Ordinance No. 614, December 2014)

I recommend the City of Burien to "encourage and support the use by individual property owners of alternatives to development" as stated in the Comprehensive Plan – or at least rezone to a minimum density like single family residential.

Thank you for your time and consideration.

Sincerely,

Denise Thompson

David Johanson

From: Daniel Lilleness <daniel.lilleness@gmail.com>
Sent: Wednesday, October 14, 2015 4:09 PM
To: David Johanson
Subject: 21 unit condo

Dear David,

I live in the neighborhood. Great place to live. My concern with this project is the increased automobile traffic and an adequate number of parking places to serve the owners. Parking is already tight more and more units will increase the struggle for street parking.

Will there be an outdoor activity area for children? Should there be?

Thank you for your consideration in this matter.

Daniel Lilleness
206- 246-2571



Anita Hernandez
626 SW 145th St.
Burien, WA 98166

SEATTLE WA 980

13 OCT 2015 PM 4 L



David Johanson - PLA 15-0391

I am against the
Rezoning of parcel
of land.

There isn't enough
Parking for people
that live there now
also I have ~~it~~ is
a very short street.
unable to handle
any more traffic.

Anita L Hernandez

RECEIVED

OCT 15 2015

CITY OF BURIE

ATTACHMENT 5.3



CITY OF BURIEN, WASHINGTON

Department of Community Development

400 SW 152nd Street, Suite 300, Burien, Washington 98166

Phone: (206) 241-4647 Fax: (206) 248-5539

Comprehensive Plan Map Amendment & Rezone Request For Anna Friel PLA 15-0430

APPLICANT: Anna Friel, Property Owner

LOCATION: 11232 26th Avenue South (see Attachment 1-Vicinity Map)

CURRENT LAND USE: Single-family Residential

TAX PARCEL #s: 092304-9048

REQUEST:

- 1) Change the Comprehensive Plan Designation from Moderate Density Residential Neighborhood to Moderate Density Multi-family Neighborhood; and
- 2) Change the Zoning Designation from RS-7,200 to Residential Multi-family-18 (RM-18)

STAFF

RECOMMENDATION:

- 1) Retain the Comprehensive Plan Designation of Moderate Density Residential Neighborhood; and
- 2) Retain the Zoning Designation of RS-7,200

FINDINGS & CONCLUSIONS

COMPREHENSIVE PLAN MAP HISTORY

- 1983 (before incorporation):** King County Highline Community Plan designated the subject property as Low Density Multi-family (7-18 units per acre).
- 2010:** North Highline Area Annexed from King County.
- 2013:** City of Burien Comprehensive Plan (Ordinance No. 573) changed the subject property designation to Moderate Density Single-Family Neighborhood.

ATTACHMENT B

ZONING MAP HISTORY

- 2009 (before incorporation/annexation):** The King County Zoning designation for the property was Residential Multi-family (R-18).
- 2010:** City of Burien Ordinance No. 533 established interim zoning for the North Highline Area. The parcel was designated RM-18 with a maximum density of 18-units per acre.
- 2013:** The City of Burien Zoning Map (Ordinance 573) applied the RS-7,200 zoning land use designation for consistency with the Comprehensive Plan designation.

ADJACENT COMPREHENSIVE PLAN, ZONING DESIGNATIONS AND USES:

Direction	Comprehensive Plan Designation	Zone	Current Uses
North	Moderate Density Residential	Residential Single-Family (RS-7,200)	Single-Family
South	Moderate Density Residential	Residential Single-Family (RS-7,200)	Single-Family
East	City of Tukwila	Manufacturing Industrial Center/Heavy Industrial	Highway State Route 599 Duwamish River and Office (Boeing)
West	Moderate Density Residential Neighborhood	Residential Single-family (RM-18)	Multi-family residential Developed at a density of 13 units per acre(11.16 Acres/150 units)River Heights Apartments

BACKGROUND

The applicant requests to change land use designations for one parcel that totals 1.65 acres (71,874 square feet). The site contains a single-family residence and was constructed in 1938. The existing building is a single-family home located at the northeastern corner of the site. Immediately to the north is a lot containing a single-family residence. The parcel is bordered

by 26th Avenue South on the west and there is a substantial slope down to the residence and State Route 599 that is located immediately east of the site. Due to the steep topography down from 26th Avenue South to the site, it appears a driveway is shared with the residence to the north. Approximately two-thirds of the site is wooded.

In 2010 the City of Burien annexed this parcel and the surrounding neighborhood from King County. As a part of that process interim zoning designations were assigned the whole area with the commitment by the City to revisit land use designations in the near future. In 2011 the City initiated community based process to analyze existing land use designations and propose comprehensive plan and zoning designations for the recently annexed area. The following is a brief summary of those actions.

August 16, 2011 - First North Highline open house: Notice was mailed to all North Burien residents and owners. John Tamburelli (past owner) was on the mailing list. Notice was mailed to the site addresses.

Fall/Winter 2011 - Multiple meetings with the Planning Commission discussing the possible land use alternatives.

February 29, 2012 - Second North Highline open house: Three land use alternatives were presented.

- Originally this parcel was the only RM-18 zoned parcel on the east side of 26th Avenue South.
- It appears there is a stream located near or on the property line. Assessor records contain a picture of the stream.
- This specific property was identified early on as a question on whether the entire strip of properties on the east side of 26th Avenue South should be either all single-family or changed to all RM-18.
- Based on the neighborhood node concept three different alternatives were prepared for the entire North Burien area. Alternatives 1 and 3 kept the RM-18 zoning and Alternative 2 proposed the change to RS-7,200. Alternative 2 was selected as the preferred alternative (by consensus of the PC on December 13, 2011). The concept of compact walkable centers was the primary driver for land use designations in the Boulevard Park corridor (See Boulevard Park Zoning Changes Chart Introduction).
- The charts accompanying the maps contained one comment specific to this property denoted as B.6 on the map "The parcel contains a SFR."

March 13, 2012 - Planning Commission Public Hearing on land use changes. By a vote of 5-0, the Planning Commission recommended land use designation changes to the City Council.

November 5, 2012 - City Council meeting on comprehensive plan package

November 19, 2012 - City Council meeting regarding comprehensive plan package

November 28, 2012 - According to King County Assessor Records, Anna Knowlden and Rick Friel purchased the property.

January 7, 2013 City Council meeting to consider the North Burien comprehensive plan package.

January 10, 2013 – At the request of the City Council, individualized public hearing notices were sent to each property owner where the zoning was proposed for a change. The letter included a PIN (Assessors Parcel Identification Number), and what the current zoning is and what was being proposed. Notice for this property to the attention of John Tamburelli was sent to the address of the property.

January 28, 2013 - City Council conducted a public hearing on the North Burien Comprehensive Plan and zoning package receiving comments on text and proposed land use changes.

March 18, 2013 - City Council meeting regarding the North Burien comprehensive plan package.

April 1, 2013 - City Council adopted Ordinance 573 amending the comprehensive plan and zoning maps changing the zoning from RM-18 to RS-7,200 for the subject parcel.

This is only a review of the criteria for a comprehensive plan land use designation and zoning change. References to general development standards are appropriate, however review of a development proposal will occur at a later date where specific details of site design features and project components will receive a more detailed review.

REVIEW CRITERIA FOR COMPREHENSIVE PLAN MAP AMENDMENT

Burien Municipal Code section 19.65.095.6 contains criteria for review of a proposed Comprehensive Plan amendment. To be approved, the proposed amendment must meet all of the following criteria (in bold, followed by staff response).

A. The proposed amendment is the best means for meeting an identified public benefit.

The applicant states that the public benefits by having more RM-18 zoned land available for moderate to middle-income households in an established multi-family neighborhood. Staff would agree that if approved, the rezoning from single-family residential to multi-family will enable the City to maintain sufficient housing capacity to accommodate future growth. It should however be noted that there is only one parcel that has been developed in this area in 1980 and the proposed use as multi-family would be inconsistent with the adjacent properties on the same side (east) of South 126th Street.

B. The proposed amendment is consistent with the Growth Management Act, applicable Puget Sound Regional Council (PSRC) Plans, King County Countywide Planning Policies and Burien Comprehensive Plan.

The applicant has stated the proposed change is consistent with the documents listed above in that it ensures availability of multi-family zoned land to accommodate future growth.

The proposed amendment is not consistent with Burien's comprehensive plan in that it does not meet the land use designation criteria for Moderate Density Multi-Family Neighborhood (Policy RE 1.8). Please see below for an analysis of the criteria contained in Policy RE 1.8

C. The proposed amendment will result in a net benefit to the community.

The applicant has stated new multi-family housing will benefit the people and businesses in the Boulevard Park commercial center.

While this may be partially true, residents would be far removed from the center and would have to walk up a steep hill over a half mile away from the subject property to access the commercial center. The commercial node concept encourages compact growth within a comfortable walking distance from goods and services to minimize use of automobiles. Additionally the site is located adjacent to a highway that generates noise impacting the site and potential future residents.

D. The revised Comprehensive Plan will be internally consistent.

The proposed amendment will create an internal inconsistency in the Comprehensive Plan in that it is inconsistent with the Moderate Density Multi-family Neighborhood land use designation criteria (please see section I below).

E. The capability of the land can support the projected land use.

The applicant did not indicate if there were immediate plans to develop the property. The parcel is somewhat constrained by the presence of an unmapped stream/drainage course located at the north property line. The water feature is currently unclassified and should development occur a critical area study will be required to determine its classification and apply the appropriate buffer. The parcel also contains some slopes on the western side immediately adjacent to 26th Avenue South. The road is approximately 20-feet above where the slope begins to level off. Lastly, traffic noise from the presence of State Route 599 does impact the site.

While these site characteristics pose potentially difficult development challenges, they would not preclude future development of either multi or single family units.

F. Adequate public facility capacity to support the projected land use exists or, can be provided by the property owner(s) requesting the amendment, or can be cost-effectively provided by the City or other public agency.

The applicant has not provided the City with certificates of sewer, water or hydrant availability, however all adjacent buildings are being served by "public" water and sewer service. When a future site specific building permit applicant is filed the applicant will be required to demonstrate that adequate public utilities are available.

G. The proposed amendment will be compatible with nearby uses.

The proposed amendment would change the land use and designations back to multi-family residential designation that was in effect prior to 2012. If the property is developed at maximum density the site could contain up to 29 units. If developed as single-family the site could accommodate approximately 9 lots depending on the design of access roads, stormwater facilities and the presence of critical area buffers(stream), which would likely reduce the total unit count. In either scenario, future development would be impacted by the presence of State Highway 599 located to the east.

Properties immediately to the north and south of the subject site are designated Moderate Density Single-Family Neighborhood and are developed with single-family homes. To the west of the site is a 150 unit multi-family residential development located on an 11.16 acre parcel with a calculated density of 13 units per acre.

Basic Development Regulations for Apartment developments in the RM-18 zone are as follows.

RM-18 Multi-Family Development Standard Chart

	RM-18
Maximum Units per acre	18
Front setback	10-feet
Interior setback	5-feet
Building coverage	60%
Impervious surface coverage	85%
Height	35-feet (approximately 3 stories)
Parking	1.8 per unit

H. The proposed amendment would not prevent the City from achieving its Growth Management Act population and employment targets.

As reported in the 2014 King County Buildable Lands Report, Burien is responsible to plan for a 2035 employment target of 8,780. Under current zoning, Burien has an employment capacity of 8,848 (Comprehensive Plan Table 2-LU 2.1). Consequently, the proposed amendment allowing the potential to develop additional housing units in this location will not prevent the City from achieving its Growth Management Act population and employment targets and will contribute more towards achieving the City's population targets and maintaining sufficient residential housing capacity.

- I. For a Comprehensive Plan map change, the applicable designation criteria are met and either of the following is met:***
 - i. Conditions have so markedly changed since the property was given its present Comprehensive Plan designation that the current designation is no longer appropriate; or,***
 - ii. The map change will correct a Comprehensive Plan designation that was inappropriate when established.***

Applicable Designation Criteria

The applicable designation criteria for the Moderate Density Multi-family Neighborhood land use designation is found in Policy RE 1.8 of the Comprehensive Plan.

In addition to listing the applicable designation criteria, this policy states that that ***“The Moderate Density Multi-family Neighborhood designation allows multiple-family residential uses at a maximum density of 18-24 units per net acre. Accessory and non-residential uses that are compatible with a moderate density multi-family area also may be allowed, including offices in a mixed use development. This designation is implemented by the RM-18 and RM-24 zoning category.”***

Policy RE 1.8 lists the criteria for designating **Moderate Density Multi-family Neighborhood**, which is shown below followed by Staff's analysis.

- 1. The area is already primarily characterized by multi-family residential development at 12-24 dwelling units per acre or more.***

There is only one multi-family development in the immediate area, the remainder is developed with single-family residences. The River Heights apartment development is located across 26th Avenue South and is located on a 11.16 acre site. The complex contains 150 dwelling units and maintains a density of approximately 13 dwelling units per acre. The parcels to the north and south are developed with single-family homes.

- 2. The area is within 1/8 mile of moderate and high commercial service node (as shown on Figure 2 LU-3, Commercial Nodes) as measured along an arterial. The designation is also appropriate within the urban center boundary or within 1/8 mile of the urban center boundary as measured along an arterial.**

The nearest commercial node is located at the intersection of DesMoines Memorial Drive South and South 116th Street. The subject parcel is located approximately 2,100 feet or 4/10^{ths} of the mile from the nearest commercial node, which is further than the 1/8 mile (660 feet) standard (See Attachment 3, Figure 2 LU-3, Commercial Nodes).

The criteria has not been satisfied.

- 3. The area is located within ¼ mile of a transit route with peak transit frequency of at least every 10-20 minutes.**

There are three bus routes within the vicinity of the subject parcel. The first two routes are located on DesMoines Memorial Drive South (routes 128 & 132) and is approximately ½ mile from the site.

The third, route 124, is located on Tukwila International Boulevard on the east side of State Route 599 and the nearest bus stop is approximately ¾ of a mile from the subject site.

There are no transit routes located within a ¼ mile of the subject property.

- 4. The area does not have critical areas, except critical aquifer recharge areas.**

The critical area maps shows there are landslide hazard areas located to the west and across 126th Street South. The critical area map also indicates there is an unclassified stream located on the north property line.

- 5. The area is located adjacent to or has adequate access to a primary or minor arterial**

The parcel is in very close proximity to South 116th Way, which is classified as a minor Arterial (Figure 2 TR 2.3).

- 6. The area is served by adequate and/or planned recreational facilities such as athletic fields or playgrounds.**

The subject parcel is approximately 1 mile from Hilltop Park and 0.75 miles from Hilltop School. There are bicycle paths that follow the Duwamish River that are approximately 0.5 miles from the site.

Criteria ii, Inappropriate Designation:

The land use designation change that occurred in 2012 was the result of a nearly year long public process to evaluate changes to the North Burien land use designations. The process was initiated to align the land use designations with Burien following the annexation of the area from King County in 2010. Multiple community meetings were conducted in the neighborhoods to receive input on desired land uses. Following those meeting three land use alternatives were formulated, each having unique characteristics with varying degrees of land use intensity. A preferred alternative was then selected after which there were public meetings and hearings to ultimately decide the final comprehensive plan and zoning designations.

Comprehensive Plan Map Land Use Designation Change Conclusions

The applicant has not demonstrated that the subject parcel is consistent with all the land use designation criteria found in comprehensive plan policy RE 1.8 therefore, the requested land use designation change from Moderate Density Residential Neighborhood to Moderate Density Multi-Family Neighborhood should not be approved.

REVIEW CRITERIA FOR A REZONE

The City of Burien Zoning Code (BMC 19.65.090.3.C) contains the criteria for review of a proposed rezone. To be approved, the proposed rezone must meet *all* of the following criteria.

1. *The rezone is consistent with the Comprehensive Plan.*

A change of the current (single-family) zoning designation to Residential Multi-family 18 is not consistent with the accompanying Comprehensive Plan because it does not meet the land use designation criteria of Policy RE 1.8, Moderate Density Multi-family Neighborhood.

2. *The rezone will advance the public health, safety or welfare.*

Due to the adjacency of the parcel to State Route 599, allowing the potential for increased population at this location is not desirable and would not advance the public health, safety or welfare.

3. *The rezone will not have significant adverse environmental impacts that are materially detrimental to adjacent properties or other affected areas.*

Specific impacts of the project will identified and reviewed as part of the formal land use and building permit application process once details of a possible development proposal are known. At this time no significant adverse environmental impacts were identified.

4. *The rezone is necessary because at least one of the following is met: a) Conditions in the immediate vicinity or neighborhood have changed so that it is in the public interest to*

approve the rezone; or b) the rezone will correct a zone classification or zone boundary that was inappropriate when established; or c) The rezone is necessary to achieve consistency with the Comprehensive Plan land use map.

Conditions in the immediate vicinity and neighborhood have not changes since the parcel was zoned to single-family. As discussed above in Criteria ii, the zoning designation that was applied in 2013 was based on a thoughtful and thorough public process and therefore the existing land use designation was appropriate when applied.

Zoning Plan Map Land Use Designation Change Conclusions

Following a review of the applicable zoning designation change criteria the requested zoning change has not demonstrated that all of the applicable criteria have been met, therefore the requested rezone should not be granted.

ATTACHMENTS

- 1 - Vicinity Map
- 2 - Submitted Application Materials
- 3 - Figure 2 LU-3, Commercial Nodes
- 4 - Public Comments (1)

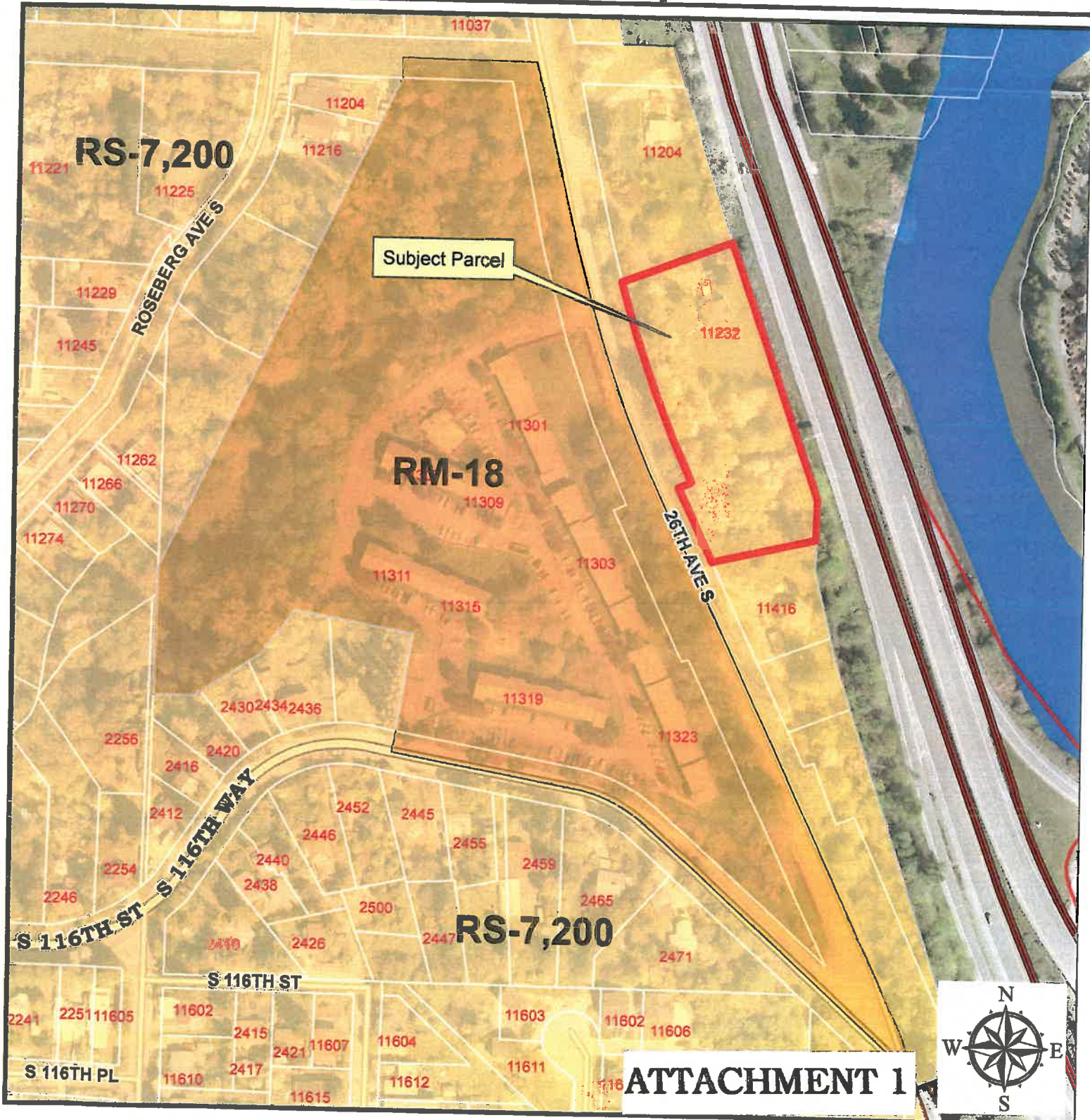
Friel

Comprehensive Plan and Zoning Map Amendment Request

File No. PLA 15-0430



Vicinity Map



ATTACHMENT 1

February 03, 2015

Reinstate Prior Zoning Request

OWNERS:	Anna and Rick Friel
ADDRESS:	11232 26th Ave S, Burien WA
SITE AREA:	1.65 Acres
CURRENT ZONE:	RS-7200
REINSTATE PRIOR ZONE REQUESTED:	RM-18

RECEIVED
MAR 19 2015
Final Submitted
CITY OF BURIED

Comprehensive Plan Amendment Criteria

BMC 19.65.095.6 Criteria. The City Council may approve or approve with modifications a Comprehensive Plan amendment if all of the following criteria are met:

A. The proposed amendment is the best means for meeting an identified public benefit.

RESPONSE: Multi-family zoning is already an established and a successfully functioning use as seen with Veranda Green; a 150 unit apartment complex that sits on 11+ acre site across the street to the west. The public benefits by having RM-18 zoning available for added moderate to middle-income housing in already established multi-family neighborhoods, as is the case with this property.

B. The proposed amendment is consistent with the Growth Management Act, applicable Puget Sound Regional Council (PSRC) plans, King County Countywide Planning Policies and Burien Comprehensive Plan.

RESPONSE: The property had been zone multi-family for 20+ years previously. Yes the proposed amendment is consistent with the overall intent of the related goals and policies of Burien's Comprehensive Plan, GMA, PSRC, and KCCPP, addition to, ensuring the availability of multi-family zoned land for housing for future growth.

C. The proposed amendment will result in a net benefit to the community

RESPONSE: RM-18 zoning would give the option to develop multi-family housing which will benefit both the people and the businesses in the Boulevard Park Commercial Centers (nodes) and the general Burien community.

D. The revised Comprehensive Plan will be internally consistent.

RESPONSE: As stated above, the revision request will be consistent with the multi-family apartment complex across the street west and property location near both the Boulevard Park Commercial Centers (nodes) and transit.

E. The capability of the land can support the projected land use

RESPONSE: Yes. The 1.65 acre property had been zoned for multi-family use over 20 years by King County.

F. Adequate public facility capacity to support the projected land use exists, or, can be provided by the property owner(s) requesting the amendment, or, can be cost-effectively provided by the City or other public agency

RESPONSE: Adequate public facility capacity does indeed exist to support the requested amendment. The property is located within ¼ mile of transit routes #132 with frequent stops about every 20 minutes. As well as, the businesses in the Boulevard Park Commercial Centers (nodes), Rainier Golf and Country Club, Boulevard Park Library, Hilltop Park and both the Green River Trail and Cecil Moses Memorial Park (in Tukwila).

G. The proposed amendment will be compatible with nearby uses.

RESPONSE: As discussed previously above, it would be identical in zoning use to the apartment complex that adjacent the length of the property, across the street west.

H. The proposed amendment would not prevent the City from achieving its Growth Management Act population and employment targets.

RESPONSE: Correct. It would not prevent. It would ensure there is sufficient land capacity zoned for multi-family to accommodate future growth as required by Growth Management Act. It meets the demands of a growing urban city.

I. For a Comprehensive Plan land use map change, the applicable designation criteria for the proposed land use designation are met and either of the following is met:

- i. Conditions have changed since the property was given its present Comprehensive Plan designation so that the current designation is no longer appropriate; or,
- ii. The map change will correct a Comprehensive Plan designation that was inappropriate when established.

RESPONSE: The property had been zoned multi-family since at least 1993. Given that the site is dominated by an 11+ acre apartment complex and SR-599, as well as its location near the Boulevard Park Commercial Centers and transit, the 1.65 acre property was inappropriately down-zoned in 2013 as single-family.

SITE SPECIFIC REZONES

BMC 19.65.090.3.C The City may grant a site-specific rezone only if all of the following criteria are met:

A. The rezone is consistent with the Comprehensive Plan.

RESPONSE: The proposed rezone to RM-18 multi-family would be consistent with the Comprehensive Plan.

B. The rezone will advance the public health, safety, or welfare

RESPONSE: The rezone would ensure the availability of multi-family zoned land to meet City's goals and objectives for future growth. Private underutilized large lots have no benefit to the public in a growing urban city. The proposed rezone would correct its zoning use to be beneficial to the community.

C. The rezone will not have significant adverse environmental impacts that are materially detrimental to adjacent properties or other affected areas.

RESPONSE: No adverse environmental impacts. The stormwater that flows north on property line is not a fish/salmon run. Additionally, Burien has set-back construction restrictions when a site is near a stream, which would not alter the proposed property rezone.

D. The rezone is necessary because at least one of the following is met:

1. Conditions in the immediate vicinity or neighborhood have changed so that it is in the public interest to approve the rezone, or

2. The rezone will correct a zone classification or zone boundary that was inappropriate when established, or

3. The rezone is necessary to achieve consistency with the Comprehensive Plan land use map.

RESPONSE: As previously stated above in *Comprehensive Plan Amendment Criteria (I)*, The rezone will correct a zone classification and zone boundary that was inappropriate when down-zoned in 2013. Property had been zoned multi-family for over 20 years. Given that the site is dominated by an 11+ acre apartment complex and SR-599, as well as its location near the Boulevard Park Commercial Centers and transit, the 1.65 acre property is inappropriately zoned as single-family.

BACKGROUND

In August of 2014, property owners Anna and Rick Friel of 11232 26th Ave S Burien 98168, discovered that in 2013, the City of Burien designated an unrequested downzone on their 1.65 acre site from RM-18 (Multi-Family) to RS-7200 (Residential Single-Family).

Prior to the downzone in 2013, the 1.65 acre site had been zoned RM-18 since 1995 (under King County's Proposed Ordinance 94-737, which adopted new zoning to implement the 1994 Comprehensive Plan and Title 21A). Addition to, the property also had a previous zoning of RM-2400 since 1993. King County has no previous zoning records dating past 1993 for this site.

Email from King County Records Department regarding zoning history on the site:

From: "DPER, Records Mailbox" <dperrecords@kingcounty.gov>

Subject: DPER Research Request

Date: August 22, 2014 at 2:58:00 PM PDT

To: Anna Friel <mrsannafriel@gmail.com>

Good afternoon:

I received the following information regarding zoning history for parcel no. 092304-9048, and for further historical research please visit

<http://www.kingcounty.gov/operations/archives/environmentalhistory/zoning.aspx#1BF55BBF852D487F925F4E6A302A5491>

In 1993 the parcel was zoned RM-2400. In February 1995, as part of the Title 21 A zoning conversion the parcel was zoned R-18. This is considered a direct conversion that did not involve substantive change.

Thank you.

Erika

Records

Department of Permitting and Environmental Review

35030 SE Douglas St., Suite 210

Snoqualmie, WA 98065-9266

DPERrecords@kingcounty.gov

The site is adjacent to SR 599 (10ft from property line east), a 150+ unit apartment complex that sits on 11+ acres (across the street west), single-family residence (1+ acre north) and a single-family residence (1+ acre south). **Only these four lots characterize the 1/3 mile span (equal to about 3 city blocks) from where 26th Ave S begins from 116th Way to the greenbelt / neighborhood area on 26th Ave S.**



REINSTATE REZONE REQUEST

According to the Growth Management Act (GMA), during the time the plan is open, citizens are allowed to request changes/amendments to the Plan, if there is reasonable cause for their request. Also, if a Planning Commission member or City Council member sponsors a request for a change/amendment to the Plan, the amendment can be brought forth without the citizen (s) having to pay a filing fee for the amendment to be put on the docket.

We (Anna and Rick Friel) are requesting a change/amendment to the Land Use Map for the reinstatement of our property's prior zoning RM-18 and to be placed on the docket by the Council for 2015 in consideration as "special planning area".

On the basis that;

1. We were never sent any notice prior to the zoning change to dispute before the amendment was passed.
2. Conflicting Land Use Map between our property and a similar property zoned for multi-family.
3. Our property resides next to an 11+ acre multi-family apartment complex and the freeway.
4. We haven't obtained a plausible reason from the City for the downzone to our site.

A. "Property hasn't been used as multi-family for 20+ years"

RESPONSE:

The property had one owner during the 20 years, until the property was sold to us in 2012.

B. "Property is not walking distance to the Neighborhood Commercial Center areas."

RESPONSE:

This is conflicting on three parts; one being, the property is walking distance (I know this because I walk there during the summer months). Secondly, a different SFR property located at 12010 26th Ave S* is zoned RM-12 (multi-family) and is not walking distance to the Neighborhood Commercial Center areas. Thirdly, according to Goal BU.1 / Pol. BU.1.7, which refers to the Boulevard Park Commercial Center, states that customers would likely access these establishments by automobile or by transit (not by walking). See below/next page:

Business

Goal BU.1

Provide a broad range of attractive and strategically located business activity centers/nodes that serve as focal points for employment, commerce and culture for their adjacent residential neighborhoods and the greater Burien area. The scale and intensity of uses at these locations shall be compatible with Burien's vision.

Pol. BU 1.7 The Community Commercial designation recognizes the business orientation of some of the principal arterials, including Ambaum Boulevard Southwest, Boulevard Park and the Five Corners area. The designation allows moderate intensity commercial uses that serve the community. Customers would likely access these establishments by automobile or by transit. The range of allowed uses includes moderate intensity retail activities, professional offices, restaurants, entertainment, and services. Multifamily development in these areas may only be approved as part of a mixed use development with the appropriate unit density being based on the intensity of adjacent comprehensive plan land use designations. Business uses should be located on the ground floor.

Pol. BU 1.4 The Intersection Commercial designation allows for a variety of commercial uses of low to moderate density or intensity, located at major roadway intersections in close proximity to higher density uses, such as multifamily developments. Multifamily development in these areas may only be approved as part of a mixed use development with the appropriate unit density being based on the adjacent comprehensive plan land use designations. Customers are anticipated to either drive or walk to these establishments.

Additionally, in the most recent 2014 Comprehensive Plan Policy it states that the City should encourage multi-family residential uses not only within, but **near** designated commercial nodes. Which defines our property's location to the Boulevard Park commercial nodes.

2.4 HOUSING ELEMENT

Goal HS.1

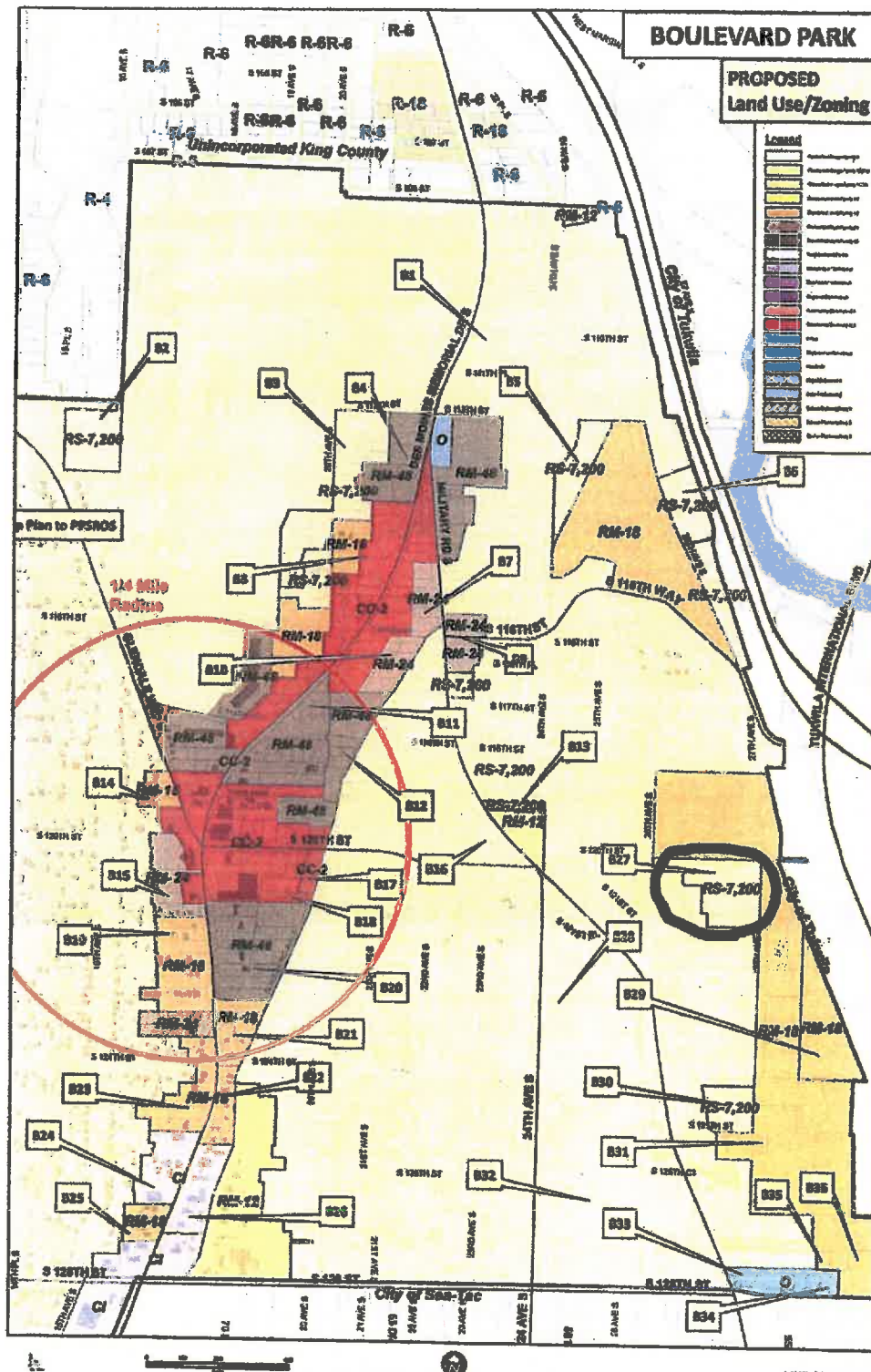
Encourage the provision of a variety of attractive, well-designed housing types and densities that reinforce and retain the character of the neighborhoods and meet the needs of existing and future City residents, while recognizing the need for a range of affordable housing.

Pol. HS 1.3 The City should encourage multi-family residential uses near and within designated commercial nodes and within its urban center, subject to development standards and design guidelines.

*I've also attached the Proposed Land Use/ Zoning Map of Boulevard Park from 2013. These documents show that the property located at 12010 26th Ave S (B.27) was designated to be zoned RS-7200 (single-family) to maintain its single-family residential neighborhood character in addition to the walking distance to the commercial centers.

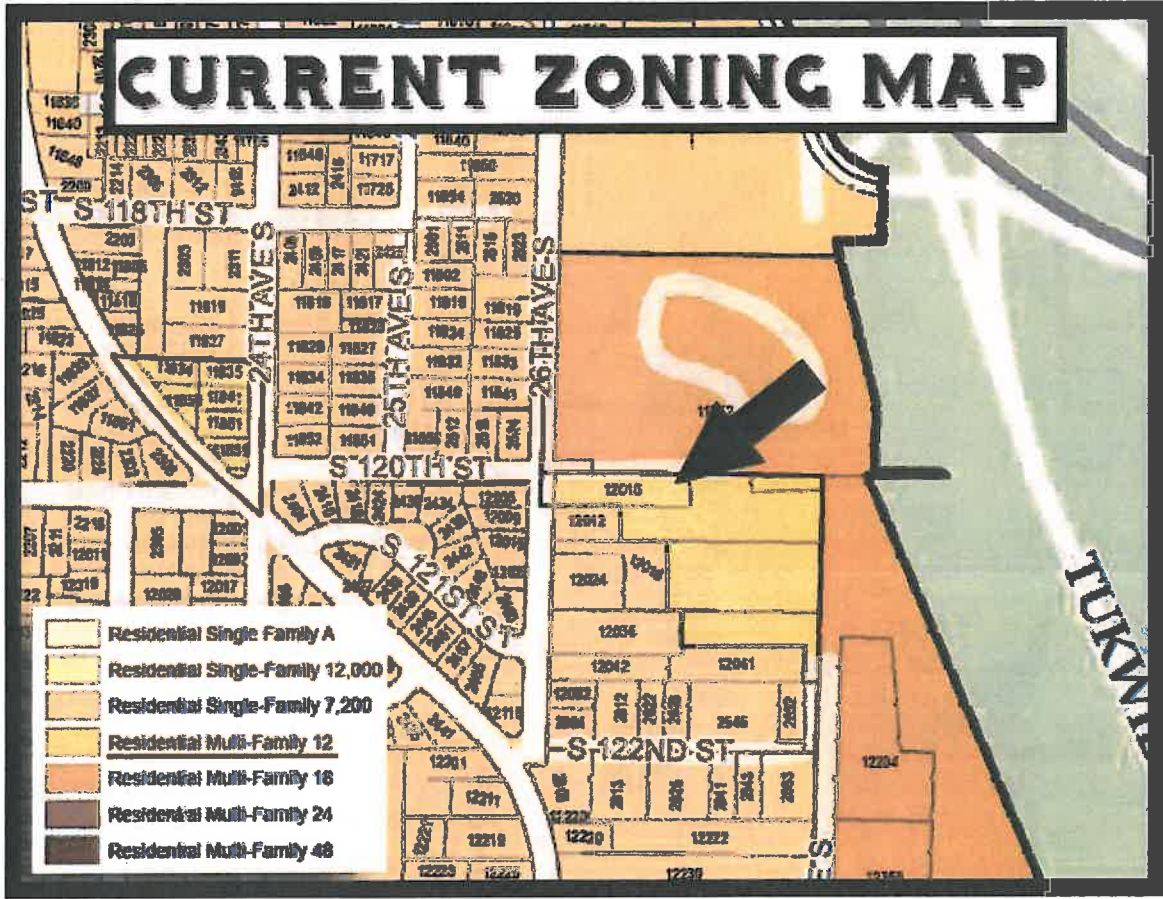
B.24	O to CI	Changes zoning of one office-zoned parcel to Intersection Commercial, which is similar to other adjacent parcels along Des Moines Memorial Drive South. The change to CI ensures that development scale and use compliment and support the surrounding residential neighborhood near this more prominent intersection.
B.25	RM-12 to RM-18 (or CI)	A slight increase in density, and matches an adjacent zoning designation.
B.26	RM-12 to CI	The change fills in a gap in the commercial zone along a busy traffic corridor. See B.24 for rational for change to CI.
B.27	RM-12 to RS-7,200	<u>Maintains the single-family residential character found to the south and west of the area. Reinforces the practice of locating multi-family development within walking distance of neighborhood commercial centers.</u>
B.28	Comprehensive Plan Map Change	Change Comprehensive Plan Map from Moderate Density Residential Neighborhood to Public Parks/Schools and Open Space. All schools currently have this designation.
B.29	CR to RM-18	Matches zoning designation to the remainder of the parcel, which contains a multi-family development. This zoning line bisects a property; however, it appears to recognize there may be potential development that would be compatible with development at the base of the slope (In Tukwila and zoned C LI).
B.30	RM-12 to RS-7,200	Parcel is vacant. Reinforces the practice of locating multi-family development within walking distance of neighborhood commercial centers.
B.31	RS-7,200 to RM-18	Removes a spot zone.
B.32	Comprehensive Plan Map Change	Change Comprehensive Plan Map from Moderate Density Residential Neighborhood to Public Parks/Schools and Open Space. All parks have this designation.
B.33	RM-12 to O	Eliminates a spot zone and matches zoning of adjacent properties. It recognizes the location of the hospital across the street. Parcel is currently vacant.
B.34	RM-48 to O	Eliminates a spot zone and matches zoning of adjacent properties. It recognizes the location of the hospital across the street.
B.35	RM-12 to RM-18	Removes a single parcel zoning situation on a parcel that contains a single-family residence.
B.36	RM-24 to RM-18	Removes a single zone for a parcel on a property that contains a church. Religious facilities are an allowed use in the RM-18 zone.

Proposed Land Use/Zoning



**THIS IS THE
PROPOSED
LAND USE/
ZONING MAP
OF BOULEVARD
PARK FROM
2013
BEFORE
AMENDMENT.**

CIRCLED IN BLACK (B27) IS THE PROPERTY LOCATED AT 12010 26TH AVE S, SHOWING AS RS-7200 WHICH WAS THE PROPOSED ZONING FOR THIS AREA DUE TO CHARACTER OF RESIDENTIAL NEIGHBORHOOD AND WALKING DISTANCE TO COMMERCIAL CENTERS.



A continued example of the SFR property.

12010 28th Ave S
 Seattle, WA 98148
 Status: Active

\$799,250
 Price

2
 Beds

1
 Bath

1,730 Sq. Ft.
 3492 / Sq. Ft.

Build: 1936 Lot Size: 1.87 Acres On Market: 221 days On Redfin: 72 days

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2 of 5

Listing courtesy of Keller Williams Seattle Metro

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BUILDER/INVESTOR ALERT! 2 tax lots currently zoned Burien RM-12, front lot with existing 2 bed 1 ba home rented MTM for \$1688. Combined lots provide a total of 81,311 sq. ft. (1.87 acres) of property. Keep the current tenants until your plat/permits are approved! Preliminary plat design for a community of 18 homes, filed with King Co. back in 2008. Revise the plans or create your own vision, similar to the apartment complex across the street. Buyer to verify all information.

Property Type: **Residential**
[Mixed-Use](#) [Manufactured](#) [Townhouse](#)

Style: **1 Story with Basement**
[Farmhouse](#) [Basement Finish](#)

Map Satellite

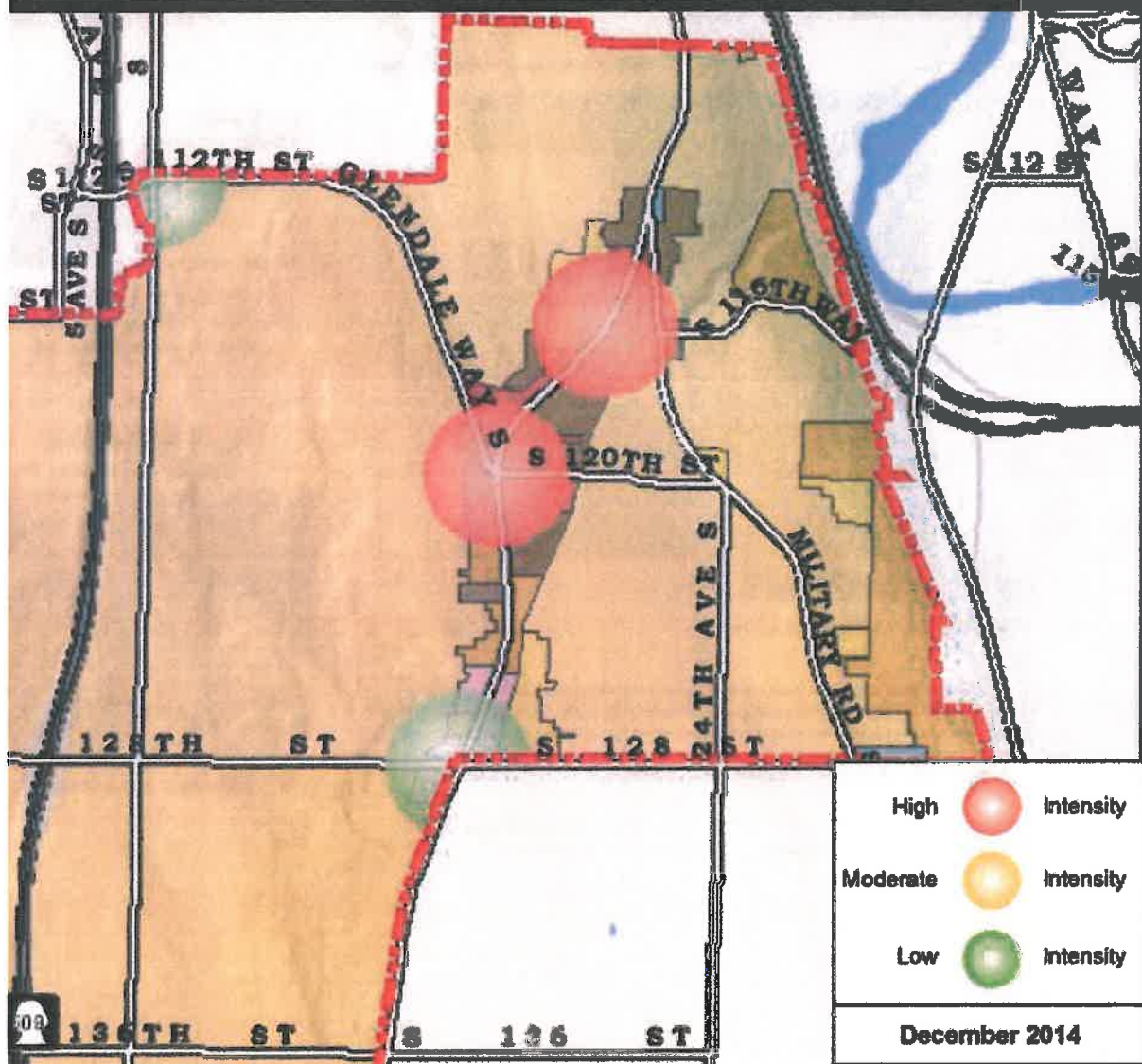
Map Data | Terms of Use | Report a map error

[Expanded Map](#) [Street View](#) [Directions](#)

Pinkey add a private note about this home

Current High Intensity Commercial Centers in Boulevard Park (red circles)

CURRENT COMMERCIAL CENTERS



Additionally, the Proposed Land Use/ Zoning Map document states “parcel contains SFR” as the sole reason for our property (B.6) downzone. Which is inconsistent with the original reasons we were given by the City. Furthermore, the document had misrepresented our zoning to the Council when it was voted on by claiming RM-12 when in fact our zoning was RM-18.

B.5	RM-18 to RS-7,200	Matches zoning to existing uses (SFR) on land that is partially constrained by steep slopes.
➔ B.6	RM-12 to RS-7,200	The parcel contains a SFR. ?
B.7	RM-12 to RM-24	Match zoning to existing MFR uses and increase the RM-24 zone south to the geographic break (road). Adjust lines of the existing RM-24 zone to match property lines.
B.8	RM-18 to CC-2	Aligns the zoning boundary with the existing parcel lines.
B.9	RM-18 to RM-24 and RM-48 to RM-24	The properties on the north and south of South 116 th Street will now be more closely matched to existing MFR developments. Density and zoning designations on both sides of the street will now match. Existing RM-18 parcel to the south is vacant and will now match adjacent SFR zoning.
B.10	RM-12 to RM-24	Aligns the zoning designation with the parcel to the north (RM-24) and serves as a transition from the RM-48 zone to the south. Parcels are currently single-family or vacant (farm).
B.11	RM-24 to RM-48	The change places higher densities within a very comfortable walking distance of the commercial areas and the primary intersection of the neighborhood. A significant majority of the parcels are either vacant or contain single-family residences.
B.12	RM-12 to RM-48	The change places higher densities within a very comfortable walking distance of the commercial areas and the primary intersection of the neighborhood. A significant majority of the parcels are either vacant or contain single-family residences.
B.13	RM-12 to RS-7,200	Adjusts zoning boundary lines to match parcel lines.
B.14	RM-12 to RM-18	Aligns zoning boundary with existing parcel lines and slight increase in the size of the zone due to its proximity to the primary commercial intersection.
B.15	RM-12 to RM-24	The proposed change matches adjacent zoning and places higher densities near the commercial core. Topography should not be an issue if a development is designed to use hillside. Access could be difficult.
B.16	RM-12 to RS-7,200	Zoning change will now match existing development. All parcels are developed as single-family except one is a duplex. The duplex could possibly qualify as an ADU.
B.17	RM-12 to CC-2	Eliminates spot zone for existing library. Implements logical zoning boundaries for the entire block.
B.18	RM-18 to CC-2	Current zoning boundary splits a parcel.
B.19	RM-12 to RM-18	Proposed change matches adjacent zoning designation while also increasing density taking into consideration the proximity to the commercial center.
B.20	RM-12 to RM-48	The change places more units within a very comfortable walking distance of the commercial areas and the primary intersection of the neighborhood. A significant majority of the parcels are either vacant or contain single-family residences. Parcel sizes considered in zone change as well.
B.21	RM-12 to RM-18	The area serves as a transition from the higher density (RM-48) to the north. Parcels in this area are generally smaller, which is generally compatible to lower-intensity development from a site design perspective.
B.22	RM-12 to RM-18	Change implements a zone transition from a high traffic corridor to the established residential neighborhoods.
B.23	RM-12 to RM-18	A slight increase in density of four parcels and that would now match adjacent zoning designations on the same side of the street and across DMD.

We ask the City to not take away our property rights and please reinstate our zoning back to RM-18. The City's RS-7200 zoning has greatly devalued our 1.65 site. Which is a sizable amount of (now) underutilized land near the High Intensity Commercial Areas in Boulevard Park, and to mention, the City of Seattle.

The case study below shows how damaging incorrect zoning can be to city growth when not taking in consideration the surrounding areas and proximities;... airport... freeway... etc. Due to our proximity to SR 599, our property will never be used as a single family housing development. Simply because there would be no interest to develop the land as such that borders a freeway (whereas, that's not the case with multi-family development). I would think this is not in compliance with the Growth Management Act or the King County Countywide Policies for an efficient use of urban land since this is an inappropriate conversion to low-density development.

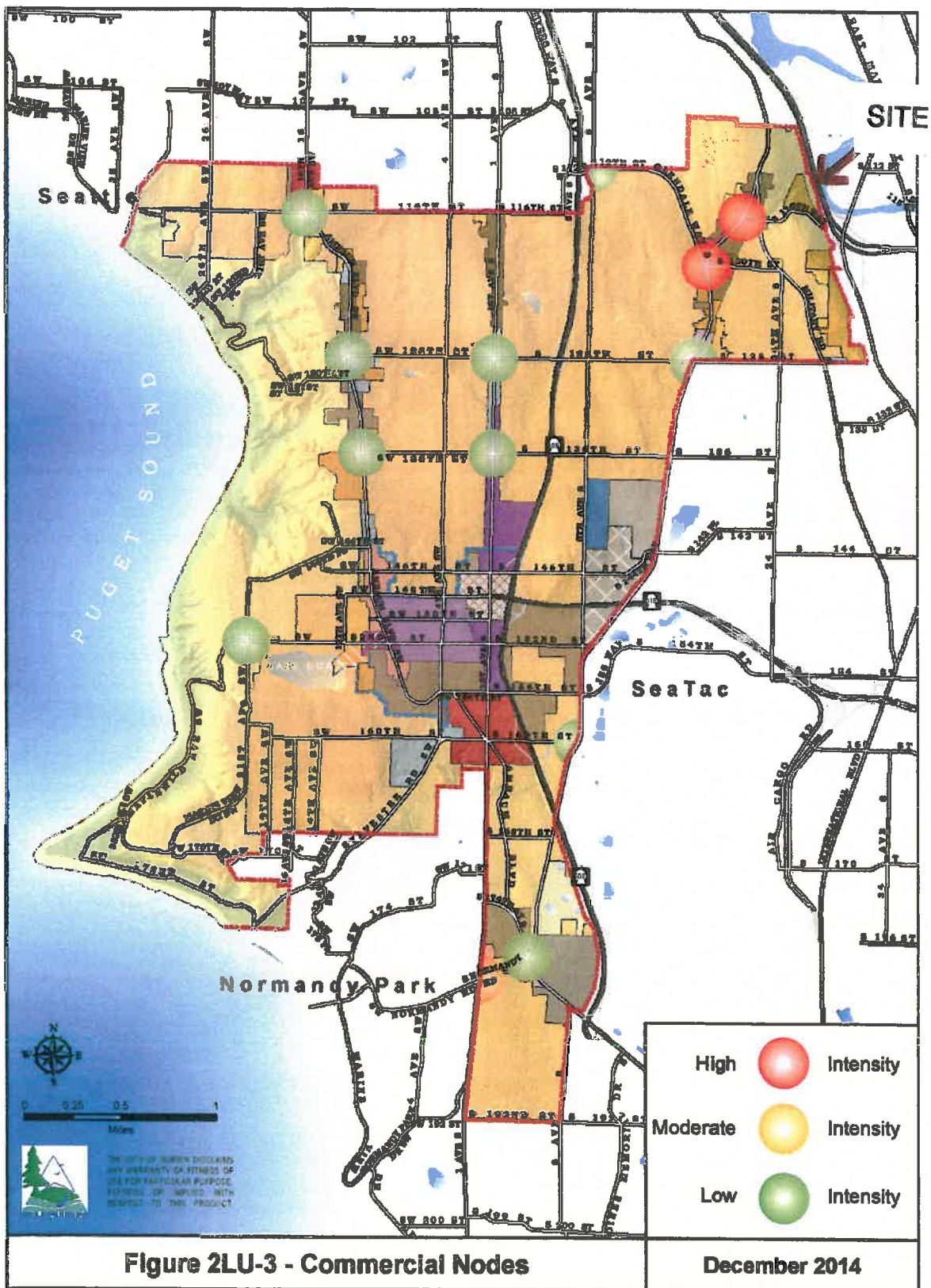
4.1.4 Planning Areas and Patterns of Growth:

As in the case of the Highline study area, multifamily housing complexes have dominated new housing growth over the last 15 years. Within Burien, multifamily housing is primarily located near the city center and the area south of Highway 518 and east of Highway 509. The lack of growth of single family development has not been due to the lack of opportunity, since substantial infill opportunity exists under county zoning. Instead, this lack of growth is due more to the adverse impact of the heavy air shadow from the airport. For example, the northeastern area of the City could accommodate several times its current number of single family units. However, because of its close proximity to the airport runways and flight path, this development potential has not been achieved.

In closure of this rezone request, I want to ask the City:

How does our RS-7200 downzone bear a reasonable and substantial relation to the public health, safety, comfort, and general welfare? How does it advance? How is it a net benefit to the community? To the 20 year or 40 year vision? To growth?

Thank you
Anna Friel



V:\GIS\GISShare\Fernando\Requests\David\TKT5147\CompPlanMapFigures\2LU-3-CommNodes_TKT5147.mxd
 Last updated: 10/6/2014
 By: fernando

ATTACHMENT 3

100

David Johanson

From: Anna Friel <mrsannafriel@gmail.com>
Sent: Sunday, October 04, 2015 5:42 PM
To: Chip Davis; David Johanson
Subject: Oct 14th Meeting

Hi there,

Hoping you could forward this email to all Planning Commission members or add it to the Oct 14th agenda since I will be out on tour with Ann Wilson and unable to make this meeting.

During the Planning Commission Meeting that was held on Sept 23rd, regarding the Friel rezone, it was not mentioned during the briefing as to why I am requesting/ applying for this rezone. Which I believe is a fundamental piece of information that should not have been withheld unsaid.

When I bought the property (11232 26th Ave S) it was zoned for multi-family use and had been for the last 20 years or so. In 2013, the City of Burien had it downzoned to single-family use without any notification sent to me. Part of the agreement with the north Burien annexation was to keep zoning consistent to what it had been previously. There is a considerably huge difference from RM-18 to RS7200, not only with property usage but property value. The City of Burien did not stay true to the annexation compliance regarding my property.

My zoning application is a "reinstatement" to have the City of Burien give us back what was taken from us.

*Thank you
Anna Friel*

City of Burien

BURIEN PLANNING COMMISSION

March 11, 2015

7:00 p.m.

Multipurpose Room/Council Chambers

MINUTES

To hear the Planning Commission's full discussion of a specific topic or the complete meeting, the following resources are available:

- Watch the video-stream available on the City website, www.burienwa.gov
- Check out a DVD of the Council Meeting from the Burien Library
- Order a DVD of the meeting from the City Clerk, (206) 241-4647

CALL TO ORDER

Chair Jim Clingan called the March 11, 2015, meeting of the Burien Planning Commission to order at 7:03 p.m.

ROLL CALL

Present: Jim Clingan, Butch Henderson, Curtis Olsen (arrived at 7:07 p.m.), Amy Rosenfield, Douglas Weber

Absent: Joey Martinez and Brooks Stanfield

Administrative staff present: Chip Davis, Community Development director; David Johanson, senior planner

AGENDA CONFIRMATION

Direction/Action

Motion was made by Commissioner Henderson, seconded by Commissioner Weber, to approve the agenda for the March 11, 2015, meeting. Motion passed 4-0.

APPROVAL OF MINUTES

Direction/Action

Motion was made by Commissioner Henderson, seconded by Commissioner Weber, and passed 4-0 to approve the minutes of the February 25, 2015, meeting.

PUBLIC COMMENT

None

OLD BUSINESS

None

NEW BUSINESS

A. Public Meeting: 2015 Comprehensive Plan Docket

David Johanson, senior planner, gave a brief presentation outlining the docketing process and introducing the preliminary docket for 2015. He noted that the Critical Areas Ordinance must be updated this year. He reported that the legal notice announcing the opportunity to apply for a Comprehensive Plan amendment was published on Dec. 28 in the Seattle Times. By code the deadline

AGENDA BILL ATTACHMENT 3

to apply for an amendment was March 1st; since that date fell on a Sunday this year, the deadline was extended to 5 p.m. on Monday, March 2nd. The City received two amendment requests.

Mr. Johanson said this evening's meeting is the required public meeting to receive comments on the proposed Comprehensive Plan amendment docket. The docket must be established by May 1st. The Planning Commission has its meetings on March 11th and 25th to formulate a recommendation to the City Council, and the Council will have its April 6 and 20 meetings to set the docket by resolution.

One request for an amendment included payment of the required fee; staff has provided a review of the docketing criteria for the request. The proposed amendment would reclassify three parcels from Office to High-Density Multi-Family Neighborhood and rezone from Office to Residential Multi-Family 48 (RM-48).

A second request was submitted without payment of the fee, he said. The request is to reclassify one parcel in northeast Burien from Moderate Density Residential Neighborhood to High Density Multi-Family Neighborhood and rezone from RS-7,200 to Residential Multi-family 18 (RM-18).

Mr. Johanson noted that work on the Economic Development element of the plan will be undertaken later this year. He said work also is needed on the downtown section of the plan, which will be started if time allows. If not, it will be done next year.

The commissioners discussed the proposed docket items. Melina Lin, representing the LLC owning the three parcels in one of the requests, provided some clarification about the surrounding land uses and about the density being requested.

Chair Clingan noted that the commissioners have the option of making a recommendation to the City Council at this meeting or to further consider the proposed docket and make a recommendation at the meeting on March 25th. Commissioner Henderson said he felt the recommendation should be made by the full commission on March 25th.

Mr. Johanson pointed out that the packet includes the original request submitted by Anna and Rick Friel but after the packet was mailed they submitted another copy that is slightly different, so that copy has been provided to the commissioners this evening and will be included in the next meeting packet.

Chip Davis, Community Development Department assistant, announced that the commissioners will have a joint meeting with the City Council on Monday, March 23rd, to begin work on the Critical Areas Ordinance (CAO) update. The regular commission meeting on March 25th is still on the schedule, although with advance notice the commissioners could convene following the joint meeting and to make a recommendation on the proposed 2015 Comprehensive Plan amendment docket.

PLANNING COMMISSION COMMUNICATIONS

None.

DIRECTOR'S REPORT

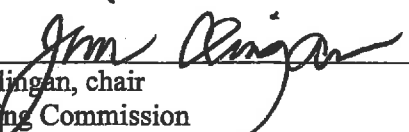
Mr. Davis said there will be a short meeting of the mayor, deputy mayor, commission chair, commission vice chair and staff on March 18th to set the framework for the joint meeting.

ADJOURNMENT

Direction/Action

Commissioner Henderson moved for adjournment. Motion carried 5-0. The meeting adjourned at 7:47 p.m.

APPROVED: March 25, 2015



Jim Clingan, chair
Planning Commission

City of Burien

BURIEN PLANNING COMMISSION
March 25, 2015
7:00 p.m.
Multipurpose Room/Council Chambers
MINUTES

To hear the Planning Commission's full discussion of a specific topic or the complete meeting, the following resources are available:

- Watch the video-stream available on the City website, www.burienwa.gov
- Check out a DVD of the Council Meeting from the Burien Library
- Order a DVD of the meeting from the City Clerk, (206) 241-4647

CALL TO ORDER

Chair Jim Clingan called the March 25, 2015, meeting of the Burien Planning Commission to order at 7:03 p.m.

ROLL CALL

Present: Jim Clingan, Butch Henderson, Joey Martinez, Amy Rosenfield, Brooks Stanfield and Douglas Weber

Absent: Curtis Olsen

Administrative staff present: Chip Davis, Community Development director; David Johanson, senior planner

AGENDA CONFIRMATION

Direction/Action

Motion was made by Vice Chair Martinez, seconded by Commissioner Henderson, to approve the agenda for the March 25, 2015, meeting. Motion passed 6-0.

APPROVAL OF MINUTES

Direction/Action

Motion was made by Vice Chair Martinez, seconded by Commissioner Henderson, and passed 6-0 to approve the minutes of the March 11, 2015, meeting.

PUBLIC COMMENT

Anna Friel, 11232 26th Ave. S., asked the commissioners to add her rezone request to this year's Comprehensive Plan amendment docket. She said she bought her property under the assumption it was zoned multi-family and when properties are rezoned people lose money and the county tax base is affected.

OLD BUSINESS

A. 2015 Comprehensive Plan Docket: Planning Commission Recommendation to City Council

David Johanson reviewed the commission's discussion at its March 11th meeting about the proposed 2015 docket. He said the goal this evening is for the commission to determine its recommendation to the City Council regarding the docket.

Mr. Johanson responded to a question asked by Commissioner Henderson at the last meeting about the difference in the height requirement between the Office zone and the RM-48 or RM-24 zone. He said

the building height limit in the Office zone is 45 feet; currently apartment uses in the RM-48 zone can be anywhere from 60 to 75 feet tall, depending upon design elements, and in the RM-24 zone the height limit is 35 feet.

Commissioner Weber recommended that Item 29 on the proposed docket – “Update Downtown section in coordination with preparation of a City Center Plan (following TS completion in 2016) – should be moved from a medium to a high priority. Mr. Johanson said staff intends to do that work in 2016, but put it on the 2015 docket in case there is an opportunity to get started this year.

Mr. Johanson said he believes the Puget Sound Regional Council will be providing comments on the recently updated Comprehensive Plan requiring adjustments to the plan, so he would like Item 10, currently a strike-out item, to remain on the docket as a high priority.

Referring to Item 3 on the docket and a comment received at the March 23 City Council meeting, Mr. Johanson noted that Map 2LU-2 will be updated from not only a boundary perspective but what the map represents, as well.

Vice Chair Martinez moved to recommend the City Council adopt Resolution No. 363 establishing the 2015 Comprehensive Plan amendment docket. Commissioner Henderson seconded the motion.

Commissioner Weber moved to amend the motion to modify the Comprehensive Plan amendment docket as presented in Resolution 363 by adding Item 10 back into the docket and making it a high priority and changing the priority of Item 29 from medium to high. Vice Chair Martinez seconded the motion. The amendment passed unanimously.

Chair Clingan moved to amend the amended motion by deleting Item 32; Commissioner Stanfield seconded. Chair Clingan said his reason for deleting Item 32 is that the filing fee wasn't paid; accepting it at the Planning Commission level would set a precedent. He said he believes that the decision to accept an unpaid request rests at the City Council's level. He said at this point he is not in favor or opposed to the proposed amendment, he is just concerned about the fee not being paid.

Commissioner Martinez asked what the fee is; Mr. Johanson responded that it is a flat fee of approximately \$5,000 to cover estimated staff time involved, based on an hourly rate.

Commissioner Rosenfield asked why the fee hasn't been paid, as opposed to times in the past when fee has been paid. Mr. Davis responded that the applicants requested that their application be placed on the docket for them by either the Planning Commission or the City Council at no cost to them; in that case, the application would be sponsored by the City.

Vice Chair Martinez asked what the applicant could do if the commission voted to recommend deletion of Item 32 from the docket. Mr. Davis responded that the City Council could accept the recommended docket in whole or in part and could choose to add Item 32 back in. Mr. Davis noted that the application met the docketing criteria, but detailed analysis of the merits of the request is not done until the docket has been established by the City Council.

Commissioner Rosenfield suggested that in the future there be a little bit of training about whether or not, or how much, the commission should take into consideration payment or non-payment of the filing fee when making a docket recommendation to the City Council.

Chair Clingan called for the vote on the motion to recommend deletion of Item 32 from the docket; the motion failed by a vote of 2-4.

Chair Clingan called for the vote on the motion to recommend adoption of the 2015 Comprehensive Plan docket as amended; the motion carried 6-0.

Mr. Davis noted that the commissioners' recommended docket will go before the City Council for the first time on April 6th.

NEW BUSINESS

None

PLANNING COMMISSION COMMUNICATIONS

None.

DIRECTOR'S REPORT

Mr. Davis thanked the commissioners for attending the joint City Council / Planning Commission meeting on Monday night.

ADJOURNMENT

Direction/Action

Commissioner Stanfield moved for adjournment; Vice Chair Martinez seconded the motion. Motion carried 6-0. The meeting adjourned at 7:40 p.m.

APPROVED: April 22, 2015

Jim Clingan
Jim Clingan, chair
Planning Commission

City of Burien

BURIEN PLANNING COMMISSION

September 23, 2015

7:00 p.m.

Multipurpose Room/Council Chambers

MINUTES

To hear the Planning Commission's full discussion of a specific topic or the complete meeting, the following resources are available:

- Watch the video-stream available on the City website, www.burienwa.gov
- Check out a DVD of the Council Meeting from the Burien Library
- Order a DVD of the meeting from the City Clerk, (206) 241-4647

CALL TO ORDER

Chair Curtis Olsen called the September 23, 2015, meeting of the Burien Planning Commission to order at 7:00 p.m.

ROLL CALL

Present: Jim Clingan, Butch Henderson, Joel Millar, Curtis Olsen, Amy Rosenfield and Douglas Weber

Absent: Brooks Stanfield

Administrative staff present: David Johanson, senior planner; Chip Davis, Community Development Department director

APPROVAL OF MINUTES

Direction/Action

Motion was made by Commissioner Henderson, seconded by Vice Chair Rosenfield, and passed 6-0 to approve the minutes of the September 9, 2015, meeting.

AGENDA CONFIRMATION

Direction/Action

Motion was made by Commissioner Clingan, seconded by Commissioner Henderson, to approve the agenda for the September 23, 2015, meeting. Motion passed 6-0.

PUBLIC COMMENT

None.

OLD BUSINESS

None.

NEW BUSINESS

A. Introduction to 2015 Comprehensive Plan Amendments, including Rezone Requests

David Johanson, senior planner, gave a brief introduction on two Comprehensive Plan map amendment and rezone requests proposed by private parties and on miscellaneous text amendments to the Comprehensive Plan proposed by staff. The commission will conduct a public hearing on these items at its October 14th meeting.

He noted that the proposed map amendments/rezone requests are quasi-judicial decisions and cautioned the commissioners not to discuss the requests with proponents or opponents of the proposals. Such communication is called "ex parte contact" and may violate the Appearance of Fairness doctrine.

The first map amendment/rezone request, proposed by MS Property Management, is to change the Comprehensive Plan map designation of three parcels from Office to High-Density Multi-family and to rezone the parcels from Office to Residential Multi-family 48, meaning 48 units per acre maximum.

The second map amendment/rezone request, proposed by Anna and Rick Friel, is to change the Comprehensive Plan map designation of one parcel from Moderate Residential Density Neighborhood to Moderate Density Multi-family Neighborhood and to rezone the parcel from Residential Single-Family 7,200 sq. ft. minimum lot size to Residential Multi-family 18, meaning 18 units per acre maximum.

Mr. Johanson said the applicants are required to address established criteria for amendments in their application. He said he will provide the commissioners with an evaluation of each request based on the criteria in their next meeting packet.

Mr. Johanson then gave a brief introduction to the proposed miscellaneous Comprehensive Plan amendments, which include updates to maps within the plan.

Commissioner Weber asked why some areas of RS-7,200 zoning on the LU2 Planned Land Use Intensity map are designated high density land use while others aren't. Mr. Johanson responded that while he doesn't know why it was previously done that way, he can update the map for consistency.

Commissioner Rosenfield said she is a little unclear about what Mr. Johanson is looking for regarding the two recommended climate change policy language options. Mr. Johanson replied that there is a choice; does the commission want to include both proposed new policies or just Pol. SU 6.2? He said there is no need to make a decision until after the public hearing on the proposed amendments.

PLANNING COMMISSION COMMUNICATIONS

Commissioner Clingan said he watched the past two meetings on television while he was out with a medical issue and wished to compliment the commissioners on their handling of the proposed limited amendments to the Shoreline Master Program. He also congratulated the new chair and vice chair on their election and said he was pleased to meet the newest commissioner.

DIRECTOR'S REPORT

Chip Davis, Community Development director, welcomed Commissioner Clingan back and mentioned that the Oct. 14th meeting will include the hearings on the proposed Comprehensive Plan amendments and an introduction to the proposed Zoning Code amendments on the keeping of animals.

The Oct. 28th meeting will include a public hearing on the keeping of animals and hopefully the commissioners will be making a recommendation to the City Council on the proposed Comprehensive Plan amendments.

ADJOURNMENT

Direction/Action

Commissioner Henderson moved for adjournment; Commissioner Clingan seconded. Motion carried unanimously. The meeting adjourned at 7:40 p.m.

APPROVED: _____

Curtis Olsen 10-14-15

Curtis Olsen

Curtis Olsen, chair
Planning Commission

CITY OF BURIEN AGENDA BILL

[illegible]

**CITY OF BURIEN
COUNCIL PROPOSED AGENDA SCHEDULE
2015**

November 16, 6:15 p.m. Special Meeting – Executive Session – City Manager Evaluation

7 pm Regular Meeting

Discussion and Possible Motion to Approve Ordinance No. 626, Adopting the City's 2016 Property Tax Levy.

(Finance)

Discussion and Possible Motion to Approve Ordinance No. 627, Increasing the City's Surface Water Management Service Charges and Amending Chapter 13.10 of the Burien Municipal Code.

(Finance)

Motion to Adopt the 2016 Financial Policies.

(Finance – Rescheduled from 12/7)

Discussion on and Possible Motion to Adopt Ordinance No. 628, Amending the 2015-2016 Biennial Budget.

(Finance – Rescheduled from 12/7)

Discussion and Possible Adoption of 2015 Comprehensive Plan Amendments and Rezone Requests.

(Community Development)

Review of Council Proposed Agenda Schedule.

(City Manager)

November 23, 7 pm Study Session

Joint Meeting of the City Council and Arts Commission to Discuss Art in Public Places Fund Policy.

(see attached detailed agenda)

(Parks – Rescheduled from 11/23)

CARES Report.

(City Manager)

Update on Low-Impact Development.

(Public Works – Rescheduled from 10/5)

Review of Council Proposed Agenda Schedule.

(City Manager)

December 7, 6:00 pm Special Meeting – Executive Session – City Manager Evaluation

6:30 pm Arts Commission Interviews

7 pm Regular Meeting

Motion to Approve Appointment to the Arts Commission.

(City Manager – Rescheduled from 11/16)

Motion to Adopt 2015 Comprehensive Plan Amendments and Rezone Requests. (If Needed)

(Community Development)

Discussion and Possible Adoption of 2015 Zoning Code Amendments, Including the Keeping of Animals.

(Community Development)

Review of Council Proposed Agenda Schedule.

(City Manager)

December 21, 7 pm Regular Meeting

Motion to Adopt 2015 Zoning Code Amendments, Including the Keeping of Animals (If Needed).

(Community Development)

Discussion on Developing a Youth Council.

(Council direction on 9/22/14)

Discussion on Fireworks.

(Council direction on 8/17/15)

Review of Council Proposed Agenda Schedule.

(City Manager)

December 28, 7 pm Study Session –CANCELLED

FUTURE AGENDA ITEMS (identified by Council)

Medium Priorities (1/24 Council Retreat)

- a. Discussion on Managing Community Assets (White Center Library & Downtown Fire Station) *(Council direction on 7/25/15)*
- b. Discussion on Community Recreation Center *(Council direction on 12/1/14)*
- c. Discussion on Burien 2025 *(Council direction on 6/15/15)*
- d. Discussion on Banning Plastic Bags *(Council direction on 1/24)*
- e. **Consider “State of the City” Report (Spring 2016)** *(Council direction on 10/26/15)*

Low Priorities (1/24 Council Retreat)

- f. Discussion on Wi-Fi Service in Common Areas *(Council direction on 9/15/14)*
- g. Discussion on Establishing Multiple Rates Within the Business and Occupation (B&O) Tax According to Different Sizes or Types of Businesses *(Council direction on 11/17/14)*

2016 FUTURE AGENDA ITEMS (identified by Staff)

- a. BMC Revisions Regarding Right-of-Way *(Staff on 10/14/14)*
- b. Public Works Fee Schedule Modifications *(Staff on 1/9/15)*
- c. Establishing Development Fee Implementation Dates and Credit Card Limits *(Staff on 1/9/15)*
- d. Development Permit Technology Fee In Anticipation of Permit Tracking Software Acquisition and Maintenance *(Staff on 1/9/15)*
- e. Permit Tracking System Modification/Replacement (Including Electronic Permit Integration) *(Staff on 1/9/15)*
- f. 2016 Title 17 Subdivision Code Major Revision *(Staff on 1/9/15)*
- g. 2016 Adoption of 2015 International Building Code and Property Maintenance Code Amendments *(Staff on 1/9/15)*
- h. Downtown Center Planning Effort (Consolidation of Downtown Vision, Policies and Actions with Outside Planning Assistance, incorporating issues such as Hotel/Entertainment/Arts District, Parking, Traffic Flow and Street Network, Pedestrian Way Finding, Sidewalk Art and Park Space with Participation by all City Departments, Downtown focused Organizations and Businesses) *(Staff on 1/9/15)*
- i. Presentation and Discussion of Ordinance No. xxx, Adopting the 2014 National Electrical Code *(Staff on 12/16/14)*
- j. BMC Airport Sound Code Update to Reflect Completion of Part 150 Noise Study *(Staff on 1/9/15)*
- k. Uninhabitable Buildings *(Staff on 8/18/15)*
- l. Inoperable Vehicles *(Staff on 8/18/15)*
- m. Business License Code Update *(Staff on 8/18/15)*
- n. CARES Contract *(Staff on 8/19/15)*
- o. Valley View Sewer Easement *(Staff on 9/15/15)*
- p. TIP *(Staff on 9/15/15)*
- q. Discussion Regarding Utility Franchises *(Staff 11/23/15)*
- r. Discussion on False Alarm Ordinance *(Staff on 8/3/15)*
- s. Discussion and Possible Motion on Ordinance No. XXX, Adopting Limited Shoreline Master Program Amendments Following DOE Approval. *(Staff on 12/21/15)*
- t. **Continued Discussion of Solid Waste Issues** *(Council direction on 10/26/15)*

Deputy Mayor Nancy Tosta Meetings/Events Report – September 24-October 30, 2015

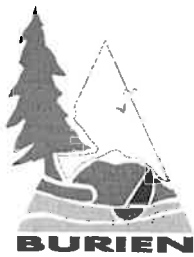
- **Thursday, Sept 24 – NAVOS Grand Opening and Tour**
 - Attended with Councilmember Edgar and City Manager Gurol

- **Wednesday, Oct 14 – South Central Action Area Caucus Group (SCAAG) meeting – Renton Maintenance Facility** *(I am an appointee of the Sound Cities Association to this group. The SCAAG is one of the regions LIOs – Local Integrating Organizations – which bring together jurisdictions with shared geographic interests in Puget Sound recovery.)*
 - The group discussed various Near Term Actions (NTAs) that could be proposed for funding under future EPA Grants as part of the Puget Sound Partnership Action Plan. The timing for these is very tight, with pre-proposals due within a few weeks. Several suggestions were offered that could be of interest to Burien, including work to identify best practices for LID and shared street-sweeping services (with other cities) to reduce stormwater pollutants. SCA and KCD both offered to assist if multiple cities want to work together. Memo was sent by WRIA 9 Coordinator Maureen Judge about these opportunities and was forwarded to Public Works Director Maiya Andrews and City Manager Gurol on October 18th to determine Burien interests.
 - See more details about this LIO at: <http://www.govlink.org/sc-puget-sound-action-area/Index.htm>.

- **Wednesday, October 14 – Sound Cities Association Public Issues Committee – Pre-Meeting – Renton City Hall**
 - The focus for this Pre-Pic discussion was an update on Sound Transit and Metro longer range planning.
 - Chris O’Claire (Head of Metro’s Strategic Planning and Analysis) offered to bring staff to Burien to conduct a briefing on Metro’s long range planning. I suggest this as a future agenda topic.

- **Wednesday, October 14 – Sound Cities Association Public Issues Committee – Renton City Hall**
 - Update on the work of the Service Guidelines Task Force to determine how Metro Transit service is allocated across the county – I distributed their report recommendations to Council on October 27. More info on the Task Force is here: <http://metro.kingcounty.gov/advisory-groups/service-guidelines-task-force/>.
 - There is an Economic Development Summit on Dec 11th – see Carol’s email
 - Seattle is proposing a change to the Countywide Planning Policies to add a line stating that in adopting affordable housing policies that jurisdictions “[c]onsider the full range of programs, including mandatory programs that will assist in meeting the jurisdiction’s share of the country wide need for affordable housing.” This change will be discussed at the Growth Management Planning Council meeting on November 6th.

- Farmer's Market fees – The Environmental Health Services Division of Seattle-King County Public Health is proposing increases in vendor and coordinator fees for farmers' markets in King County. This could have an impact on our farmer's market. The main impact is on vendors selling processed foods. There was discussion and concern that these increases could impact viability of some farmers' markets. The final vote was to occur after this PIC meeting.
 - SCA is proposing a 1.1% increase in dues for next year. This will probably mean about \$650 increase for Burien. A vote will be taken at the December 2nd SCA Annual Meeting and Networking Dinner that I plan to attend.
 - The next Pre-PIC meeting (November 12th 6PM – Thursday rather than Weds because of Veterans Day) – will feature a discussion on Low Impact Development (LID)
- **Thursday, October 15th – K4C (King County-Cities Climate Change Collaborative) – Tukwila Community Center**
 - Discussions on legislative priorities – see email to the Council on October 19th.
- **Thursday, October 15th – Suburbanization of Poverty – Meeting of Mayors and City Managers – Tukwila Community Center** *(I attended on behalf of Mayor Krakowiak)*
 - The group discussed trends and challenges in poverty in our cities, underlying causes, approaches being used to address poverty, and data gaps. We also explored advantages and disadvantages of having a collaborative approach to addressing poverty among South King County cities and potential actions to take. Next meeting will likely be in early December. See notes from Tukwila Mayor Jim Haggerton, forwarded by Kamuron on Oct 23rd.
- **Monday, October 19th – KCD Regional Food System Grant Working Group Meeting – via phone**
 - I was appointed by SCA to represent King County Cities as a reviewer of the Food System proposals received by KCD. We reviewed about two dozen proposals that had previously been reviewed by other external reviewers and ranked about half a dozen for the \$650K available in funding. The recommendations of this WG goes to the Executive Advisory Committee.
- **Wednesday, October 21st – KCD Executive Advisory Committee Meeting – via phone**
 - Committee reviewed food system grant proposals and made recommendations to be forwarded to the KCD Board for their November 9th Meeting. Committee also heard updates on the KCD Shorelines and Urban Forestry programs.
- **Wednesday, October 28th – SCA Networking Dinner with WA Attorney General Bob Ferguson – Renton Pavilion Event Center – 5:30PM**



Burien

Washington, USA

400 SW 152nd St., Suite 300, Burien, WA 98166

Phone: (206) 241-4647 • FAX (206) 248-5539

www.burienwa.gov

MEMORANDUM

TO: Honorable Mayor and Members of the City Council
FROM: Kamuron Gurol, City Manager
DATE: November 2, 2015
SUBJECT: City Manager's Report

I. INTERNAL CITY INFORMATION

A. Community Center Assists Treehouse Program

Treehouse is a Seattle-based nonprofit agency that serves thousands of children in foster care each year. One of the many services they provide is funding extracurricular activities for the children. For the past several years, Treehouse has provided funding for children to attend various weeks of the Camp Craz summer day camp managed by the Burien Parks, Recreation & Cultural Services (PaRCS) Department. Intakes, registration, and payments are handled by the Community Center's Front Desk staff. A Treehouse staff member recently called the Community Center to share that "... I work with a ton of vendors and families and you and City of Burien are by far the best people I've worked with. Thank you for making my job easier in providing consistent service".

B. "Kids Night In" a Huge Hit with Parents and Kids

On October 9 the PaRCS Department launched "Kids Night In", a new monthly program at the Burien Community Center for kids ages 5-12, with 16 kids joining in for a night of Spooky Science fun. Kids took over the Community Center after hours, having a blast creating glow-in-the-dark slime, playing games, and ending the night with a glow dance party. Parents shared feedback that they loved knowing their child was in a safe and fun space while they had a night on their own.

C. Teen Late Night Program Attracts Record Crowds

The new fall session of this drop-in program debuted in a big way on Friday, October 16. With 81 teens in attendance, over 30 teens were lined up at the door before the program opened at 8:00 p.m. at Sylvester Middle School's gym and cafeteria. The program runs to 11:00 pm and the goal is to create a fun, active, safe place for teens to go on a Friday night. Activities include basketball, soccer, football, arts & crafts, video games, and food. Specialized instructors are also brought into the

program, such as a DJ to teach the students how to make and record beats, a henna tattoo artist, and a caricature artist. Staff outreach efforts in the schools and word of mouth must have been good, because the second event on Friday, October 23, was attended by 135 teens. That night "Fear Factor" returned to the Late Night program, where the teens had to complete fun Halloween-themed competitions. The newly re-launched and revamped program is proving to be a favorite of Burien teens.

D. B.E.A.R. Club After-School Program

The B.E.A.R. (Burien Enrichment, Arts & Recreation) Club is an after-school program held at Cedarhurst Elementary School, specifically for Cedarhurst students. The program resumed on September 21 for the 2015-16 school year, and runs Monday through Thursday, 3:10-6:00 p.m. The B.E.A.R. Club is offering some exciting additional components this year, including a hot meal for every child, which is provided by Highline School District's Nutrition Services. Previously, students were only given an after-school snack which had limited nutritional value. The Environmental Science Center is also conducting weekly hands-on science instruction, and additional instructors will be brought in to teach break dancing, 3-dimensional art, nutritional education, and basic cooking. There were 31 students registered for September (partial month) and 48 students registered for the month of October.

E. Website Redesign Update

Since early July, Communications staff has conducted interviews with Website Content Managers and Administrators, and has reviewed every page and link within the City's website. The comprehensive review revealed that a mere platform upgrade may not be sufficient to address the current platform's limitations. As a result, staff recommends a full redesign of the website beginning in 2016. A transition team of staff representing each department will work over the next three months to clean up and prepare the website for redevelopment. The team will launch the RFP process in January to identify qualified vendors to modernize the site. The redesign timeline will coordinate with the branding initiative so that the new website can be rolled out shortly after branding is in place: mid- to late-summer 2016.

F. CDBG Funding Award for Hilltop Elementary School Crosswalk/Path Project (Page 191)

Earlier this year, the City of Burien applied for \$145,000 in funding from the FY2016 Community Development Block Grant (CDBG) program for the Hilltop Elementary School Crosswalk/Path project. This project was ranked as the number one project out of nine applications and was awarded the full amount of \$145,000. The project is for the installation of a Rectangular Rapid Flashing Beacon (RRFB) at the mid-block crosswalk on Military Road South near South 123rd Street, close to Hilltop Elementary School. The project also includes paving a gravel path that is owned by the Highline School District. The path extends from the crosswalk to the school. Construction is scheduled for spring 2017.

G. 3rd Quarter 2015 Construction and Land Use Permit Report (Page 195)

Attached is the Construction and Land Use Permit Activity Report for the 3rd Quarter of 2015.

Highlights include:

- Permits for 7 major projects with a valuation over \$300,000 were issued this quarter. The most notable is the Franciscan Health Systems Medical Office Building.
- Permit Revenues and valuation amounts are on target to exceed all previous years.
- 54% of the eligible building, plumbing, mechanical and electrical E-Permits for both plan review and over the counter permits were issued online through MyBuildingPermit.com. This percentage is lower than the previous quarter but consistent with third quarter online activity. This is due in large part to the expiration of business licenses annually on July 31, requiring staff to manually update the contractor records in order for them to obtain a permit online.
- City inspectors performed 1401 inspections for Burien and Normandy Park.
- The quarterly number of Pre-application meetings continue to show significant increases over 2014 and number of land use decisions issued remain steady.

II. Notices: (Page 203)

The following (attached) Notices were published:

- Public Hearing Notice: 2015-2016 Mid-Biennial Budget Review; The City of Burien will hold a public hearing on Monday, November 2, 2015, for the purpose of receiving public comments on revenue sources, including a possible increase of up to 1% in property tax revenue, and expenditures for the 2015-2016 Mid-Biennial Budget review and amendments.



King County

Community Services Division

**Department of
Community and Human Services**

401 Fifth Avenue, Suite 510

Seattle, WA 98104

206.263.9062 FAX: 206.296.0156

TTY RELAY: 711

October 15, 2015

CERTIFIED MAIL

**Kamuron Gurol, City Manager
City of Burien
400 SW 152nd Street, Suite 300
Burien, WA 98166**

Dear Ms. Gurol:

Thank you for your application to the 2016 Community Development Block Grant (CDBG) non-housing capital competitive funding round, administered by the King County Community Services Division, Housing and Community Development (HCD) Program. I am pleased to inform you that your proposal for Burien Hilltop Elementary Crosswalk/Path Project has been selected for a conditional award of \$145,000.

The funds conditionally awarded in this letter are to be used to install a Rectangular Rapid Flashing Beacon (RRFB) with electrical service connection for a mid-block crosswalk on Military Road South near South 123rd Street that serves Hilltop Elementary School. An existing gravel path on a 10-foot wide right of way owned by Highline School District will be paved. Other work includes pedestrian lighting and service connection, signing, crosswalk pavement markings, and site restoration. Design, construction, and project management costs are included.

The CDBG capital funds reserved for your project will be subject to the conditions listed in the enclosed Attachment A, CDBG Non-Housing Capital Funding Conditions, incorporated by reference into this letter.

It is very important that your agency does not incur any costs against activities covered by this award until you have received written authorization to proceed from HCD. Please keep a copy of this letter in your project file together with a copy of the application you submitted.

For your information, a complete list of the CDBG conditional funding awards from this round are included as Attachment B to this letter.

Ms. Kamuron Gurol

October 15, 2015

Page 2 of 2

If you have any questions, please feel free to contact Kathy Tremper, CDBG Program Manager, by phone at 206-263-9097, or by e-mail at kathy.tremper@kingcounty.gov, pending assignment of a project manager who will assist you with the implementation of your project.

Housing and Community Development Program looks forward to working with you on this important project. We are proud to be your partner in serving the community.

Sincerely,



Mark Ellerbrook

Program Manager

Regional Housing and Community Development

cc: Lori Fleming, Management Analyst
Adrienne Quinn, Director, Department of Community and Human Services
ATTN: Kathy Tremper, Project/Program Manager

2016 CDBG Non-Housing Capital FUNDING CONDITIONS

1. Condition: overall project management line item will be reduced by \$10,000 and funds held as a contingency to cover any inflationary costs due to lateness of receipt of HUD 2016 grant agreement. Any unused funds will be returned to the CDBG program.
2. The project shall be completed within 17 months of the start of the program year of the funds you are conditionally awarded: January 1, 2016 – May 31, 2017 unless an exception has been granted due to the timing of the receipt of the grant funds.
3. An environmental review must be completed by HCD prior to the execution of the contract.
4. An agency representative must attend a CDBG pre-project implementation meeting conducted by the Community Development Section Coordinator for a briefing on applicable policies and procedures that must be adhered to in implementing the project activities. Community Development Section staff will be available to discuss program requirements and specific conditions under which funds will be released.
5. Draft bid packages must be reviewed for comment before a final bid package is completed. In addition, the final bid package must be approved in writing by HCD staff before the bid process begins.
6. As a recipient of federal funds, your agency is required to register in the System for Award Management (SAM) and maintain the currency of that information. Registration information can be found at <https://www.sam.gov>. The Data Universal Numbering System (DUNS) number registration information can be obtained at: <http://fedgov.dnb.com/webform>
7. Federal awards expended by sub-recipients are subject to 2 CFR 200 Uniform Administrative Rules. Please see Compliance Supplement, which states that a Schedule of Expenditures of Federal Awards (SEFA) must be completed if the agency expends over \$750,000 in federal awards in a year. This includes all federal funds received from all sources, not just from King County. Your agency must have a SEFA on file for our review during monitoring of your financial records.
8. The federal government requires that all federally funded expenditures be listed in a separate row in the SEFA. The CDBG Catalog of Federal Domestic Assistance (CFDA) number to use for this award is: CFDA 14.218. For your use in updating and/or registering this award, the King County Grant Number is: B-16-UC-53-0001

Applicant's Federal Taxpayer ID Number: 91-1576144

Applicant's Federal DUNS Number: 13-582-2690

CCR Number: 5K9M5 Expires: 3/26/2016

King County Vendor Number: 80406

Please confirm that these numbers are correct and current when you meet with HCD staff for the pre-project implementation meeting.

Attachment B

North/East Sub-Region	Request	Minimum Request	NE Sub-Region Recommended Award	Ranking	JRC Approved
ARCH Housing Set-Aside (40% of \$443,927)			\$177,571		\$177,571
Duvall ADA Ramp Replacement	\$50,000	\$50,000	\$0		Withdrawn
North Bend Way ADA Improvements*	\$341,120	\$308,000	\$266,356		\$266,356
Sub-Region Total			\$443,927		\$443,927
* If available funds are higher than projected this project will receive additional funding.					
** If available funds are lower than projected, this project will be reduced.					

South Sub-Region	Request	Minimum Request	Ranking	South Sub-Region Recommended Award	JRC Approved
Burien Hilltop Elementary School Crosswalk Improvements	145,000	120,000	1	145,000	\$145,000
DAWN Shelter Renovation	131,300	118,000	2	60,000	\$ 60,000
Tukwila Minor Home Repair*	135,000	100,000	3	100,000	\$100,000
Diocese of Olympia – New Roots	60,000	32,000	4	60,000	\$ 60,000
Highline StartZone Microenterprise	90,000	71,000	5	90,000	\$ 90,000
SeaTac Riverton Heights Park	332,000	310,000	6	332,000	\$332,000
Algona Community Center Tenant Improvements**	500,000	258,472	7	119,475	\$119,475
Contingency				50,000	\$50,000
Black Diamond ADA Improvements	210,000	185,000	8	0	0
Algona Celery Avenue Sidewalks	387,000	250,000	9	0	0
Sub-Region Total				\$956,475	\$956,475
* If available funds are higher than projected this project will receive additional funding to maximum request.					
** If available funds are lower than projected, this project will be reduced.					

CITY OF BURIEN, WASHINGTON

DATE: 10/28/15
TO: Mayor Lucy Krakowiak and City Council
FROM: Jan Vogee, C.B.O., Building Official
SUBJECT: Construction and Land Use Permit Activity Report for 3rd Quarter 2015

1. CONSTRUCTION-RELATED PERMITS ISSUED—QUARTERLY:

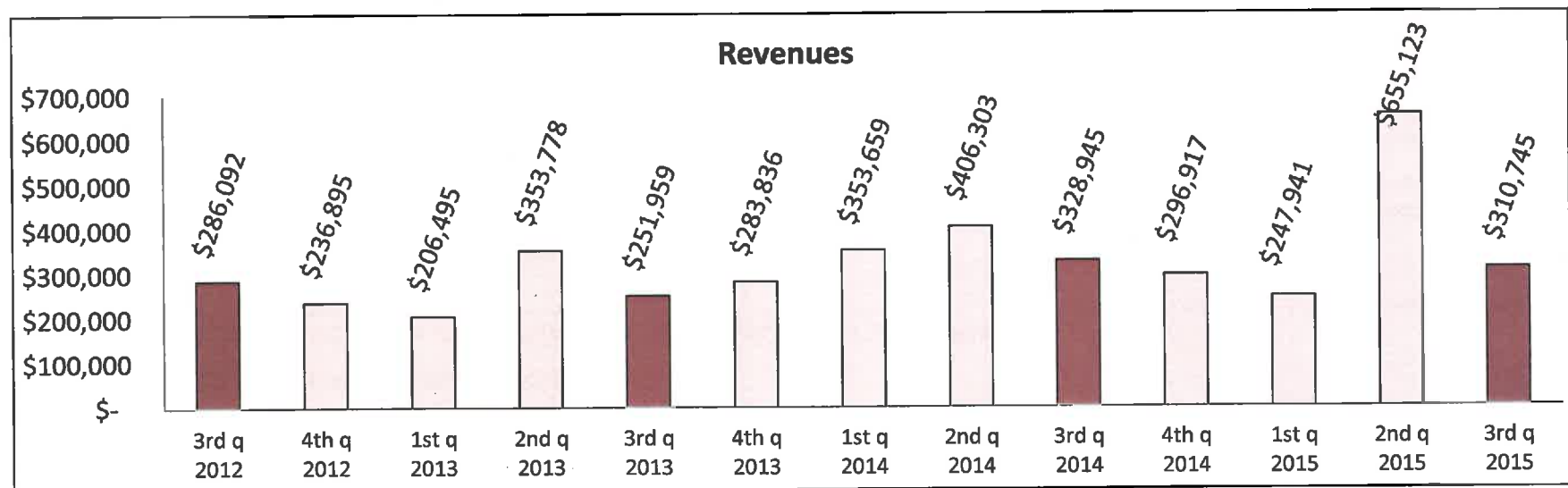
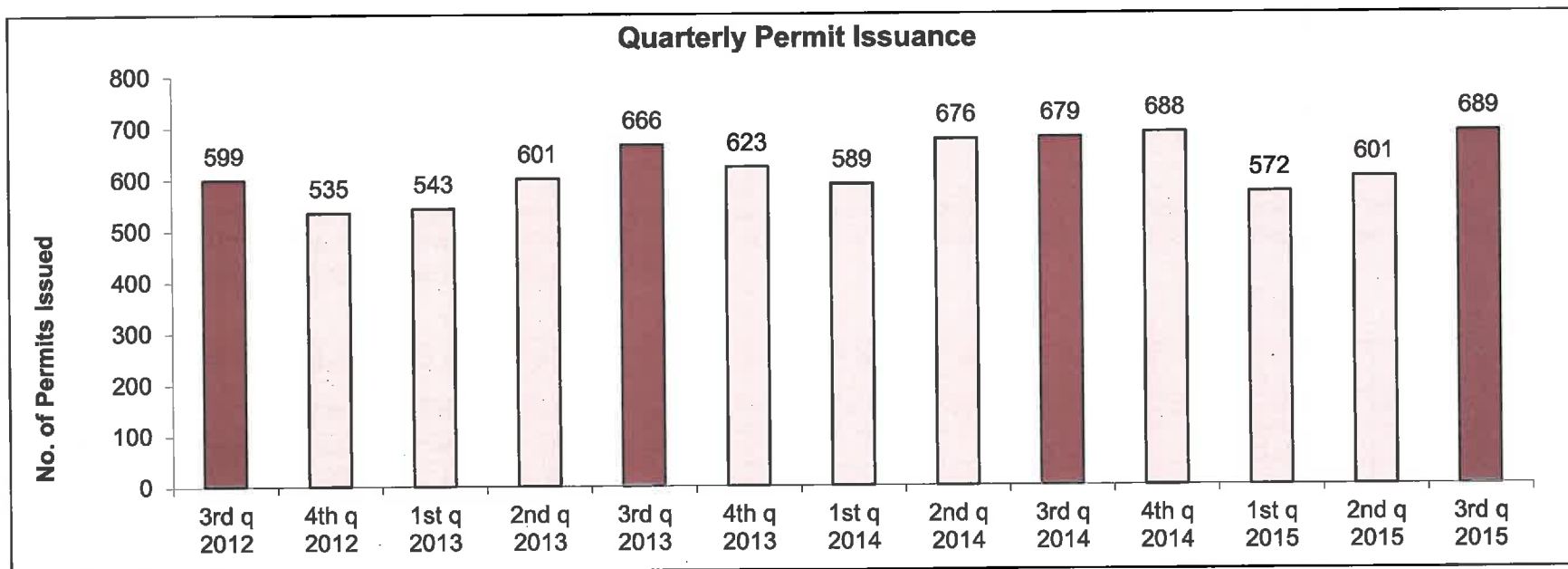
The chart below shows the number of different construction-related permits issued over the past three years, along with the revenues generated by those permits. The number of mechanical and plumbing permits issued in the third quarter shows an increase. The number of building permits issued is one of the highest since 2011.

ISSUED PERMITS	3 rd q 2012	4 th q 2012	1 st q 2013	2 nd q 2013	3 rd q 2013	4 th q 2013	1 st q 2014	2 nd q 2014	3 rd q 2014	4 th q 2014	1 st q 2015	2 nd q 2015	3 rd q 2015
Building	107	62	72	93	107	88	90	107	81	75	83	95	110
Demolition	16	3	12	12	16	10	12	19	12	15	9	14	6
Electrical	215	214	204	230	249	227	222	267	290	290	251	230	256
Fire Protection	27	18	34	22	28	33	14	21	39	26	10	18	12
Mechanical	74	81	67	81	73	104	80	75	86	115	82	63	94
Plumbing	37	34	34	35	42	35	33	48	29	24	31	28	37
Right-of-Way	105	100	103	100	136	102	116	116	127	126	97	136	157
Sign	18	23	17	27	15	24	22	23	15	17	9	17	17
TOTALS	599	535	543	600	666	623	589	676	679	688	572	601	689
Revenues	\$286,092	\$236,895	\$206,495	\$353,778	\$251,959	\$283,836	\$353,659	\$406,303	\$328,945	\$296,917	\$247,941	\$655,123	\$310,745
Valuation (\$millions)	\$ 20.6	\$11.0	\$ 5.2	\$ 16	\$ 7.7	\$ 11.7	\$ 9.9	\$ 27.4	\$ 10.8	\$ 7.7	\$ 40.6	\$ 68.2	\$ 19.8

2. CONSTRUCTION-RELATED PERMITS ISSUED-- SUMMARY:

The chart below shows a summary of permits issued, total revenue, and valuation by year. Valuation for permits issued thru the 3rd quarter of 2015 surpassed the total valuation for 2008. We are currently on target to reach the highest amount of revenue and valuations since Burien's incorporation in 1993.

	2008	2009	2010	2011	2012	2013	2014	2015 (thru 3 rd q)
Permits Issued	2153	1715	1799	2166	2317	2433	2632	1862
Total Revenues	\$ 1,122,922	\$ 507,866	\$ 684,494	\$ 989,058	\$ 938,550	\$1,096,068	\$1,385,823	\$1,213,809
Total Valuation	\$ 107,568,900	\$ 23,073,791	\$ 27,616,215	\$ 57,661,370	\$ 50,258,095	\$ 40,542,275	\$ 55,836,508	\$129,569,744



3. MAJOR CONSTRUCTION PERMITS ISSUED (over \$300,000 valuation):

The following table shows major construction permits issued in 3rd quarter of 2015 with a valuation over \$300,000.

Permit No.	Address	Project Name	Project Description	Valuation	Issued
BLD-15-0663	16045 1ST AVE S [TEMP]	FRANCISCAN HEALTH SYSTEM MEDICAL PAVILION HIGHLINE	CONSTRUCTION OF A NEW 2-STORY, 48,000 GSF MEDICAL OFFICE BUILDING AND SITE RELATED IMPROVEMENT (w/rev 10-8-15) (w/ deferred submittal 10/12/15)	\$7,264,000.00	08/04/2015
ELE-15-1695	16045 1ST AVE S [TEMP]	E15-18035 - FRANCISCAN MEDICAL PAVILION HIGHLINE ELECTRICAL	E15-18035 - NEW MAIN ELECTRICAL SERVICE / BRANCH POWER / INTERIOR & EXTERIOR LIGHTING / DATA & COMMUNICATION SYSTEMS / SECURITY CAMERAS & SECURED ACCESS CONTROLS / NURSE CALL SYSTEM / FIRE ALARM SYSTEM	\$2,084,229.00	09/21/2015
MEC-15-0664	16033 1ST AVE S	FRANCISCAN HEALTH SYSTEM MEDICAL PAVILION HIGHLINE	CONSTRUCTION OF A NEW 1 STORY, 48,000 GSF MEDICAL OFFICE BUILDING AND SITE RELATED IMPROVEMENT	\$1,400,000.00	08/04/2015
PLM-15-0665	16033 1ST AVE S	FRANCISCAN HEALTH SYSTEM MEDICAL PAVILION HIGHLINE	CONSTRUCTION OF A NEW 1 STORY, 48,000 GSF MEDICAL OFFICE BUILDING AND SITE RELATED IMPROVEMENT	\$1,100,000.00	08/04/2015
BLD-15-1350	900 SW 146TH ST	E15-14564 - BURDEN FIRE STATION 28	E15-14564 - SELECTIVE REPLACEMENT OF EXISTING PRECAST CONCRETE ELEMENTS, NOT HAVING AT LEAST 1/2" OF CONCRETE COVER ON THE REBAR, ON THE EXTERIOR OF THE BUILDING	\$1,050,967.00	08/13/2015
BLD-15-1087	11824 SEOLA BEACH DR SW	BRANDLI NEW SINGLE FAMILY RESIDENCE	CONSTRUCT NEW 4757 SF SINGLE FAMILY RESIDENCE WITH 1213 SF ATTACHED GARAGE, 217 SF DECK, 420 SF COVERED DECK	\$768,205.00	07/07/2015
BLD-15-1463	15800 4TH AVE S	WOODCREST APTS BUILDING PERMIT	REMOVAL AND REPLACEMENT OF EXISTING SIDING AND WINDOWS - REPLACING WITH LIKE FOR LIKE - REMOVAL AND REPLACE ONLY.	\$415,085.90	08/07/2015

4. E-PERMITS – (MyBuildingPermit.com, AKA MBP)

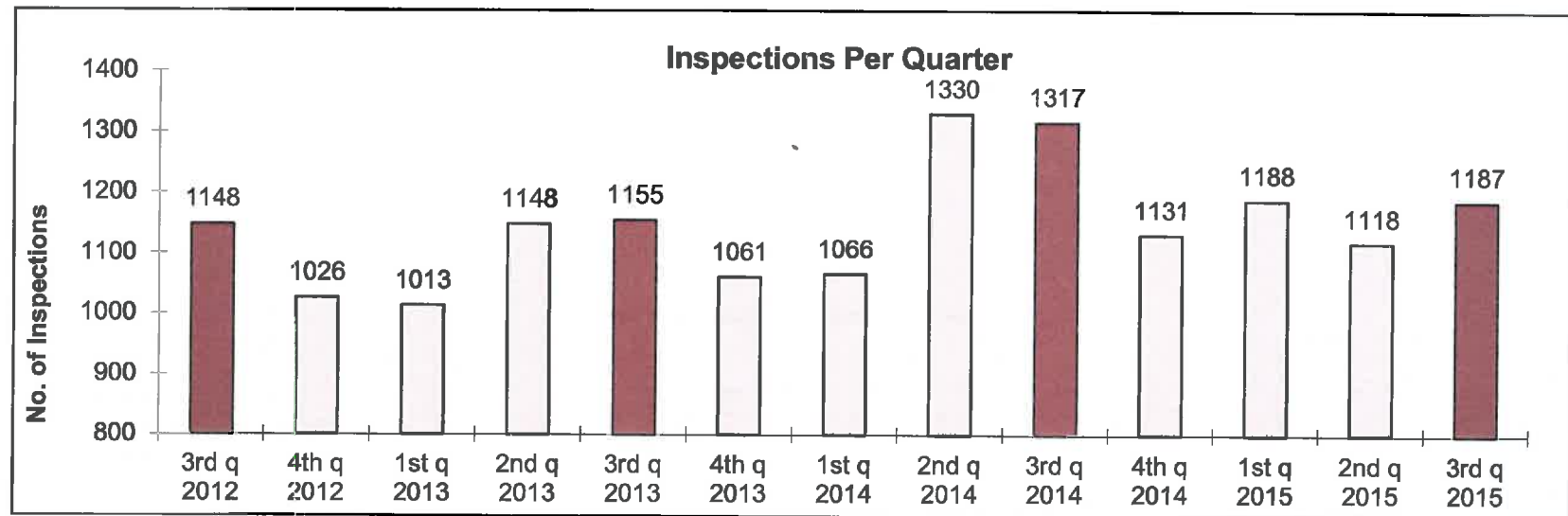
The chart below shows the number of permits that have been issued on line in relation to the total number of permits issued by the city for each permit type. Currently Burien offers all Re-roof, Mechanical, Plumbing and Electrical permits to be applied for online, including those that require plan review. Building permits are also offered online for new single family, new commercial, new multifamily, and tenant improvements or remodels for commercial and multifamily permit applications. Additional online options including Planning and Right of Way Use applications will likely not be added until either a new permit system is purchased and integrated with the MBP system or additional staffing is added with the expertise to screen and review online applications.

E-PERMITS ISSUED	2012 Totals	3 rd q 2013	4 th q 2013	2013 Totals	1 st q 2014	2 nd q 2014	3 rd q 2014	4 th q 2014	2014 Totals	1 st q 2015	2 nd q 2015	3 rd q 2015
Building	N/A	0/9 (0%)	15/39 (38%)	15/48 (31%)	3/32 (9%)	18/70 (21%)	4/34 (12%)	7/40 (18%)	32/176 (18%)	33/53 (60%)	11/38 (29%)	7/43 (16%)
Re-roof	2/30 (7%)	5/11 (45%)	0/5 (0%)	8/30 (27%)	0/2 (0%)	2/7 (29%)	0/8 (0%)	3/6 (50%)	5/23 (22%)	1/6 (17%)	1/9 (11%)	1/10 (10%)
Mechanical	170/293 (58%)	44/73 (60%)	75/104 (72%)	242/355 (68%)	50/80 (63%)	50/73 (68%)	57/86 (66%)	89/115 (77%)	246/354 (69%)	54/82 (66%)	47/63 (75%)	68/94 (72%)
Plumbing	38/132 (29%)	15/42 (36%)	14/35 (40%)	48/146 (33%)	13/32 (38%)	16/48 (33%)	10/28 (36%)	13/23 (57%)	43/131 (39%)	15/31 (48%)	17/28 (61%)	18/37 (49%)
Electrical	429/922 (47%)	105/249 (42%)	121/214 (57%)	432/897 (48%)	119/202 (59%)	142/259 (55%)	156/276 (57%)	183/283 (65%)	600/1020 (59%)	168/248 (69%)	141/226 (62%)	141/252 (56%)
TOTALS	639/1377 (46%)	169/384 (44%)	225/397 (57%)	745/1476 (50%)	184/348 (53%)	228/457 (50%)	227/432 (53%)	295/467 (63%)	934/1704 (55%)	259/406 (64%)	219/364 (60%)	235/436 (54%)

5. CONSTRUCTION INSPECTIONS:

Burien's Building inspectors perform a variety of building, electrical, plumbing and mechanical inspections in addition to performing plan reviews and assisting the public at the counter and on the phone. They also assist with code enforcement complaints related to construction projects. Inspection requests can be called into a voice mail system, or submitted online through the City's website or www.mybuildingpermit.com.

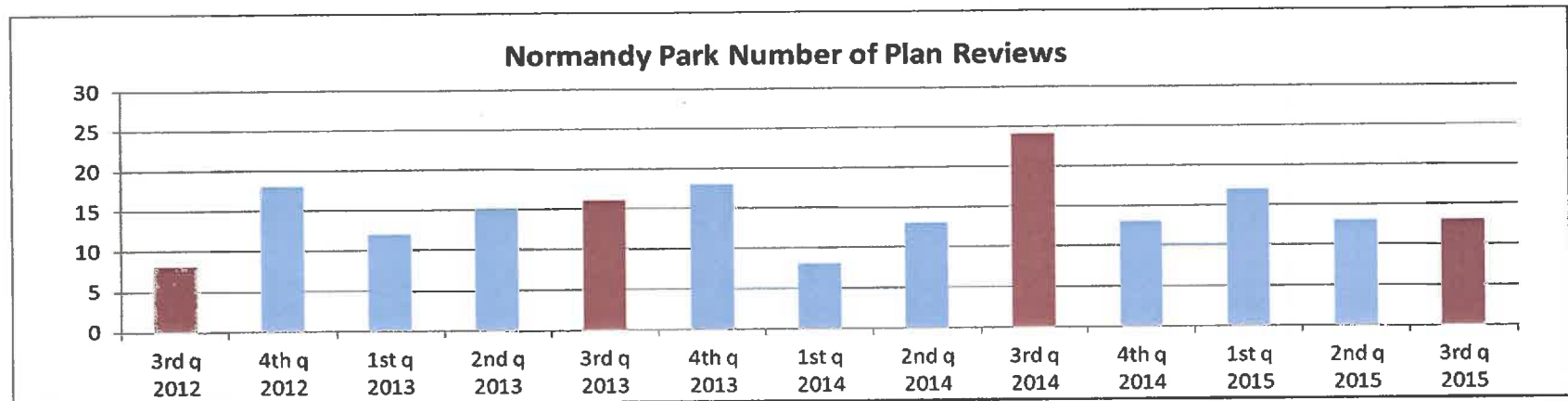
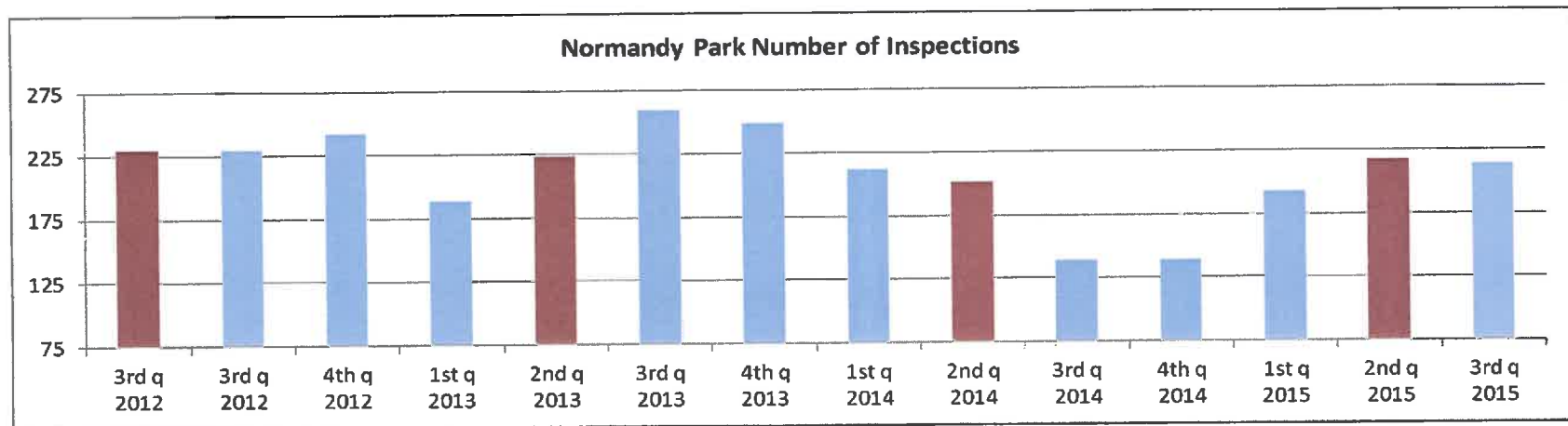
INSPECTIONS	2011 Total	2 nd q 2012	3 rd q 2012	4 th q 2012	2012 Total	1 st q 2012	2 nd q 2012	3 rd q 2013	4 th q 2013	2013 Total	1 st q 2014	2 nd q 2014	3 rd q 2014	4 th q 2014	2014 Total	1 st q 2015	2 nd q 2015	3 rd q 2015
No. of Inspections	4352	1331	1148	1026	4619	1013	1148	1155	1061	4377	1066	1330	1317	1131	4844	1188	1118	1187
Average No. of inspections per day per inspector	6.9	8.3	7.3	6.6	7.4	6.6	7.2	7.2	6.8	7.0	7.2	8.2	8.2	7.4	7.7	7.8	7.0	7.4



6. NORMANDY PARK PLAN REVIEWS AND INSPECTIONS:

The following chart shows the number of plan reviews and inspections performed by Burien staff on behalf of Normandy Park. This work is in addition to work performed for Burien.

	3 rd q 2012	4 th q 2012	2012 Total	1 st q 2013	2 nd q 2013	3 rd q 2013	4 th q 2013	2013 Total	1 st q 2014	2 nd q 2014	3 rd q 2014	4 th q 2014	2014 Total	1 st q 2015	2 nd q 2015	3 rd q 2015
No. of Plan Reviews + Other	8	18	44	12	15	16	18	61	8	13	24	13	58	17	13	13
No. of inspections	230	242	789	189	223	260	249	921	212	201	139	134	686	193	217	214
Average # inspections per day	3.7	3.9	3.1	3.1	3.5	4.1	4.0	3.7	3.5	3.1	2.2	2.2	2.2	3.2	3.4	3.3



7. LAND USE PRE-APPLICATION MEETINGS:

Pre-application meetings are required for most planning and land use-related actions. Meetings are held every other Thursday for up to 3 pre-application reviews. Staff from planning, building, public works, fire, and police attends as needed to discuss fatal flaws and to identify various requirements for a proposed development. A written report is provided to the applicant, as well as meeting minutes. Although this service requires a substantial amount of staff time, it has proven to be valuable to both the applicant and the city and helps to expedite the formal review later in the process. The following chart shows the number of pre-application reviews by project type.

Pre-Application Project Type	3 rd q 2012	4 th q 2012	2012 Total	1 st q 2013	2 nd q 2013	3 rd q 2013	4 th q 2013	2013 Total	1 st q 2014	2 nd q 2014	3 rd q 2014	4 th q 2014	2014 Total	1 st q 2015	2 nd q 2015	3 rd q 2015
Short Plat (4 or fewer lots)	3		6	4	2	2	1	9	2	5	6		13	6	4	2
Subdivision (5 or more lots)	1	1	2		1	1		2	1			1	2			
Multi-Family		1	2		2	1		3	1	2			3		1	6
Critical Area Review—Single-Family	2	3	7	1	6	2		9	2	2	1		5	3	4	3
Critical Area Review—Other				3		1		4			1	1	2			2
Commercial/Mixed Use—New	1		2	3	1	3	1	8	3	3	2	2	10	3	2	3
Commercial/Mixed Use—Addition, Renovation	1	4	7	2		1	3	6	2				2	1	3	1
Change of Use	2		6	1	4	1		6	1	1	1	2	5		3	3
Other	1		1	1	1			2			2	1	3	2	1	
TOTALS	11	9	26	15	17	12	5	49	12	13	13	7	45	15	18	20

8. LAND USE APPLICATIONS:

The following chart shows the types of planning and land use applications received categorized by project type.

Project Type	3 rd q 2012	4 th q 2012	2012 Total	1 st q 2013	2 nd q 2013	3 rd q 2013	4 th q 2013	2013 Total	1 st q 2014	2 nd q 2014	3 rd q 2014	4 th q 2014	2014 Total	1 st q 2015	2 nd q 2015	3 rd q 2015
Accessory Dwelling Unit	1	1	6	1	3		1	5	1		3		4			
Critical Area Review—Admin.						1	1	2		2	1		3	2	1	
Critical Area Review—Type 1													0			
Lot Line Adjustment	3	1	9	1	2	6	3	12	2	3		2	7	1	2	1
Land Use Review—Type 1	1	2	4	4	1		1	6	2	6	2	2	12	2	4	2
Land Use Review—Type 2					1			1					0			
Land Use Review—Type 3													0			
Master Sign Plan				2	1			3			1		1		1	
Multi-Family Tax Exemption													0			
Rezone				1				1	1				1	1		
Shoreline Exemption	3	2	7	3	4		3	10		2	1	1	4	4	2	2
Short Plat—Preliminary	3	2	7		3	1	2	6	2		6	2	10	1	2	2
Short Plat—Final	1	3	6	2	1	1		4	3	2	2	2	9	1	1	2
Subdivision—Preliminary				2				2		2			2			
Subdivision—Final						1		1			1		1		1	1
Tree Removal Permit	3	9	23	5	10	4	12	31	7	5	16	5	33	7	3	2
Temporary Use Permit							1	1	1		2		3	1		
TOTALS	15	20	63	21	26	14	24	85	19	22	35	14	80	20	17	12

9. LAND USE DECISIONS ISSUED:

	3 rd q 2012	4 th q 2012	2012 Total	1 st q 2013	2 nd q 2013	3 rd q 2013	4 th q 2013	2013 Total	1 st q 2014	2 nd q 2014	3 rd q 2014	4 th q 2014	2014 Total	1 st q 2015	2 nd q 2015	3 rd q 2015
Number of Decisions Issued	1	3	5	3	5	6	7	21	5	7	4	11	27	4	6	3
Percent Issued By Target Date	100%	100%	80%	100%	100%	83%	71%	86%	100%	86%	100%	100%	96%	100%	83%	100%



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DATE: October 21, 2015
FOR RELEASE: October 23, 2015
CONTACT: Finance Department
Telephone: (206) 439-3150

2015-2016 MID-BIENNIAL BUDGET REVIEW PUBLIC HEARING NOTICE

The City of Burien will hold a public hearing on Monday, November 2, 2015 for the purpose of:

Receiving public comments on revenue sources, including a possible increase of up to 1% in property tax revenue, and expenditures for the 2015-2016 Mid-Biennial Budget review and amendments.

The hearing will be in the Burien Council Chambers at 400 SW 152nd St., at approximately 7:00 p.m. The 2015-2016 Adopted Budget is available on the City's website, www.burienwa.gov. The 2015-2016 Mid-Biennial Budget Review is expected to be available on October 30, 2015 on the City's website, www.burienwa.gov, or copies can be obtained by calling the Finance Department at (206) 439-3150.

Sign language and communication in alternate format can be arranged given sufficient notice. Please contact the City Clerk's office at (206) 248-5517.

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